

July 2011 Quarterly Report

City of Eureka



Public Works and Building Department
BUILDING DIVISION

The 2nd quarter valuation for 2011 of \$2,098,474 is down from last years 2nd quarter total of \$3,240,514. The Building Division issued 242 permits for the quarter. Staff conducted approximately 713 inspections, 82 plan reviews, and investigated 38 new code enforcement complaints. During the quarter 8 code enforcement cases were resolved.

Permit Type Totals			
	No. of Permits	Valuation	Fees
Commercial	0	\$0.00	\$0.00
Demolition	0	\$0.00	\$0.00
Duplex	0	\$0.00	\$0.00
Electrical	25	\$0.00	\$2,095.00
Fire Alarm	0	\$0.00	\$0.00
Fire Sprinkler	2	\$113,950.00	\$1,897.00
Grading	0	\$0.00	\$0.00
Improvement Commercial	43	\$810,575.00	\$26,693.00
Improvement Residential	72	\$745,585.00	\$24,833.00
Mechanical	24	\$0.00	\$2,034.00
Misc.	0	\$0.00	\$0.00
Multi-Family	0	\$0.00	\$0.00
Plumbing	26	\$0.00	\$2,409.00
Residential Addition	1	\$12,675.00	\$726.00
Reroof Commercial	8	\$84,399.00	\$1,851.00
Reroof Residential	33	\$272,812.00	\$6,754.00
SFD	0	\$0.00	\$0.00
Signs	8	\$58,476.00	\$3,450.00

Quarter Summary					
	April	May	June	Quarter Totals	Last Years Totals
Permits ISSUED	84	78	80	242	255
Permits FINALED	67	65	63	195	203
Valuation	\$712,096.00	\$520,050.00	\$866,328.00	\$2,098,474.00	\$3,240,514.00
Inspections Performed	251	207	255	713	634
Plan Reviews	25	30	27	82	45

Code Enforcement					
	April	May	June	Totals	Last Year Totals
Complaints OPENED	20	9	9	38	20
Complaints CLOSED	6	2	0	8	31
Investigation Fees	\$775.00	\$1,320.00	\$338.00	\$2,433.00	\$2,474.00

Vacant and/or Boarded Buildings

Vacant and/or boarded building monitoring inspections were conducted in early July in conformance with Eureka Municipal Code § 150.095. Twenty (20) buildings/properties were inspected. Eight (8) property owners took no positive action to improve their property and a monitoring fee of \$200 has been assessed. Ten (10) owners obtained permits for repairs and those properties are exempt from this quarters monitoring fee. One (1) property was added to the list this quarter as a result of the inspections and one (1) property was removed from the list.

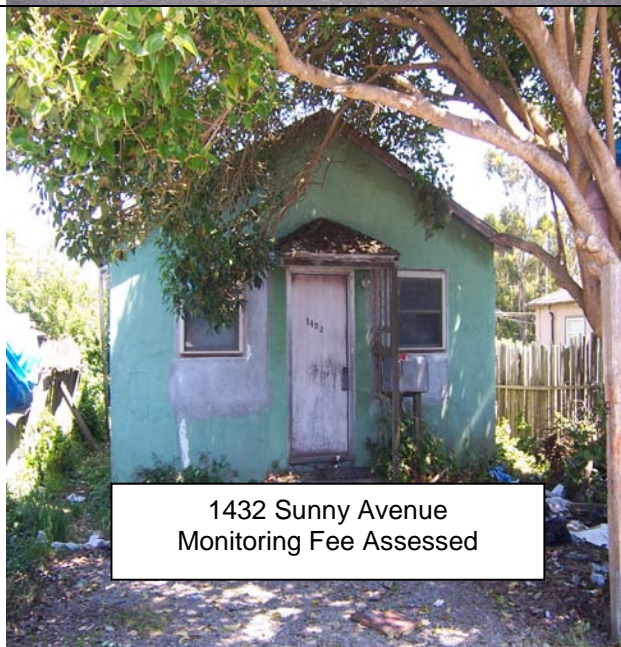




3216 Albee Street
Monitoring Fee Assessed



915 Del Norte Street
Monitoring Fee Assessed



1432 Sunny Avenue
Monitoring Fee Assessed



91 Commercial Street
Monitoring Fee Assessed



2442 K Street
Monitoring Fee Assessed



804 L Street
Notice of Inclusion



COMMERCIAL PROJECTS OF INTEREST

Address	Owner	Type	Valuation
3300 Broadway	Bayshore Mall	Fire Sprinkler-Kohl's	\$111,000.00
3300 Broadway	Bayshore Mall	Tenant Improvement-Maurice's	\$125,000.00
825 W. 14 th Street	Bay Tank & Boiler Works	Interior Remodel	\$50,000.00
3300 Broadway	Bayshore Mall	Tenant Improvement-Game Stop	\$75,000.00
410 3 rd Street	Greyhound Hotel LLC	Conversion to Restaurant	\$110,000.00
222 Dollison Street	St. Bernard's	Shed Addition	\$68,446.00
411 Opera Alley	Karina Estrada	Construct Bar	\$70,000.00
1406 5 th Street	Fifth LLC	Tenant Improvement	\$175,000.00
337 F Street	American Savings & Loan	Re-Roof-Chase Bank	\$38,000.00
4320 Broadway	Gary Barker	Signage	\$32,000.00

RESIDENTIAL PROJECTS OF INTEREST

Address	Owner	Type	Valuation
1224 I Street	Jim Levie	Remodel Garage	\$50,000.00
233 Cooper Lane	Virginia Schmitz	Redevelopment Rehab	\$22,848.00
2860 C Street	Jeff Jordan	Addition	\$72,581.00
2803 Summer Street	William Turner	Garage & Proposed Addition	\$119,052.00
330 Hillsdale Street	Alan Ebenstein	Interior Fire Damage Repair w/o Permits	\$30,000.00
1438 McFarlan Street	Charles Crouse	Alterations/Retrofit	\$50,000.00
951 Dowler Drive	Thomas Anderson	Remodel	\$40,000.00
246 Long Street	Dixie Chase	Fire Damage Repair	\$26,000.00
826 L Street	Marie-France Chapou	Garage Addition	\$22,815.00
1407 J Street	Murphy's U-Drive	Interior Fire Damage Repair	\$40,578.00

Department and Mission

The Community Development Department is responsible for administering, implementing and enforcing the goals and policies of the City of Eureka's adopted General Plan, its zoning regulations as well as other local, state, and federal land use and environmental regulations.

The Department has five divisions:

- ◊ Administrative
- ◊ Current Planning
- ◊ Long Range Planning
- ◊ Environmental Planning
- ◊ Enforcement

Our mission is to administer and implement the goals and policies of the City Council within the framework of the adopted General Plan.



We strive to promote and encourage comment, understanding, and public interest in the planning process; and to explain the many and varied rules, regulations, policies and procedures

in a courteous, knowledgeable and professional manner.

Our goal is to continue to provide exceptional public service even in the face of severe budget constraints.

Spotlight on Projects

Open Door Community Health Center



The proposed Open Door Community Health and Wellness Center, which will be located on the east side of the north end of Tydd Street, is nearing the end of its required permitting process.

The proposed healthcare facility will be a two-story structure with approximately 27,400 square feet, which more than doubles the space available at Eureka Community Health Centers and its adjacent Telehealth and Visiting Specialist Centers, which will be consolidated and relocated to the Tydd Street facility. The new center will increase the number of exam rooms from 16 to approximately 30, and will allow approximately 6,000 new patients. The structure will also provide space for group activities and staff training.

A Conditional Use Permit was approved by the Planning Commission, and a Coastal Development was approved by the City Council in March of this year. A Lot Line Adjustment and Parcel Merger are being processed. As a condition of approval the project will be reviewed by the Design Review Committee on July 27, 2011. The applicants hope to break ground this summer.

Continued on page 2

Spotlight on Projects, cont.

Lost Coast Brewery

The Lost Coast Brewery expansion is a proposal that requires a General Plan Amendment, Zone Reclassification, Conditional Use Permit, Text Amendment, and Lot Line Adjustment. The required entitlements would allow the Lost Coast Brewery to relocate and expand its existing brewery operations currently located on West Third Street, while retaining the existing Lost Coast Brewery and Cafe located on Fourth Street in downtown Eureka. The proposed 11.2 acre project site is located east of Broadway/Highway 101, between Sunset Drive to the south and the Ocean View Cemetery to the north. The project site consists of vacant pastureland presently

owned by the Roman Catholic Bishop of Santa Rosa.

The owner is proposing to construct a 66,000 square foot brewery building that would allow for a brewing capacity of up to 300,000 barrels annually, with 37,000 square feet of the brewery building to be constructed initially that would include brewing, bottling, kegging, storage and distribution facilities. Exterior brewery facilities would include tanks, boilers, and loading docks. Also proposed is a second 20,000 square foot building that would be constructed just west of the brewery building, with up to 10,000 square feet to be constructed initially for office space, a small bar called the "Tap Room," a limited kitchen

to serve bar snacks, and a gift shop.

Future construction of the remaining 10,000 square feet would consist of office space.



Exterior facilities would include an outdoor patio and landscaped area called the "beer garden" and bocce ball courts, which would be open to the general public. Brewery tours would be scheduled between 10:00 a.m. to 3:00 p.m., where guests would learn about the beer-making process and obtain complimentary tastings at the Tap Room. Maximum event

occupancy of 300 people would be provided for both the Tap Room and Beer Garden.

Currently, Staff is awaiting the result of subsurface archaeological surveys of the property. Prior record searches and surface surveys of the property yielded no sensitive cultural resource locations. However, in order to definitively rule out the possibility of sensitive cultural resources being discovered and/or disturbed, Wiyot Tribal Historic Preservation Officers are requesting subsurface surveys of the property. It is hoped by Staff that Planning Commission and City Council hearings on this matter will take place the end of this summer.



Administrative Division

The Administrative Division provides guidance and leadership for, and plans, coordinates, supports and monitors the activities of the Community Development Department.

The Administrative Division provides staff support to boards, commissions, the City Manager and the City Council.

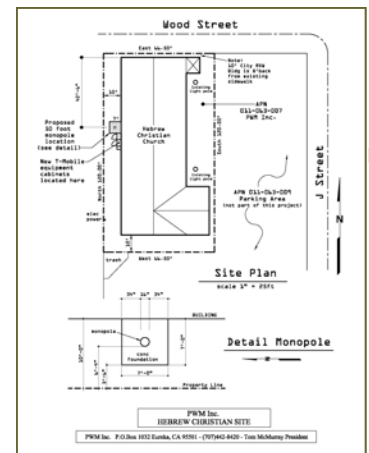
The Administrative Division also provides the administrative support for the entire Community Development Department.

Current Planning Division

The Current Planning Division administers and implements the goals and policies of the General Plan and enforces local, state, and federal zoning and land use regulations including but not limited to the Coastal Act, Subdivision Map Act, and CEQA.

The Current Planning Division reviews all building permits for conformance with zoning and land use regulations, and reviews all business licenses for compliance with zoning regulations.

The Current Planning Division provides information services to the public and other city Departments; meets with property owners and applicants to discuss development proposals; conducts Development Coordination Committee meetings; processes all development applications; provide staff support to the Planning Commission; Historic Preservation Commission; Design Review Committee; and, a variety of ad hoc committees; and, nearly all other day-to-day planning related tasks and duties.

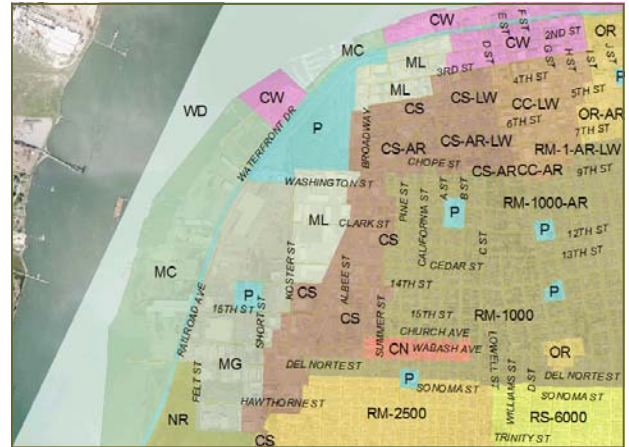


Long Range Planning Division

The Long Range Planning Division is responsible for updates and amendments to the General Plan; plan interpretation; ordinance implementation; General Plan compliance and consistency determinations; Housing Element review and updates; grant preparation and support; administration for Long Range City Planning; and, annexations and other City reorganization efforts through LAFCO.

In addition, the Long Range Division is responsible for flood plain management, special land use surveys, studies and reports supporting land use decisions as required.

The Long Range Planning Division also processes City projects such as the Elk River Trail and the Coastal Trail. This Division is involved in the county wide regional Blueprint Planning project.



Environmental Planning Division



The Environmental Planning Division supports the Community Development Department and other City Departments through planning, implementation, management, and monitoring of a variety of complex projects, programs, and activities.

The Environmental Planning Division aids other City Departments in determining project permit requirements, the environmental review process,

and advises on feasible mitigation measures, project management, and compliance monitoring. The Environmental Planning Division completes the environmental work and permit applications, and if appropriate, the grant applications for City projects; and assists in project management, grant funds accounting and mitigation monitoring.

Enforcement Division

The Enforcement Division implements the goals and policies of the General Plan through the enforcement of local Zoning, Land Use, Coastal Zone and Subdivision ordinances. The primary goal of the Enforcement Division is voluntary compliance.

The Enforcement Division oversees, directs and conducts the notification and inspection necessary for abatement of violations in accordance with City policies,

procedures and ordinances, and state law.

The division coordinates with other City, local, state and federal regulators on enforcement actions that cross over jurisdictional boundaries.

The Enforcement Division compiles and maintains data and information for all citizen and agency filed complaints, ongoing compli-



COMMUNITY DEVELOPMENT DEPARTMENT

Staff and Contact Information

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Summary of Second Quarter Activity

In the second quarter of 2011, the Community Development Department held 6 public hearings and presented 28 applications to the Design Review Committee, Historic Preservation Commission and Planning Commission for action. The Department also presented a number of reports and applications to the City Council for consideration and action, including the **Medical Cannabis Ordinance Update** and the **Schneider Cargo Facility Coastal Development Permit**.

We reviewed about 44 building permits, issued 23 Home Occupation Permits, and prepared 1 Burn-Down letter. We attended several Community Improvement Team meetings and conducted approximately 13 code compliance inspections.



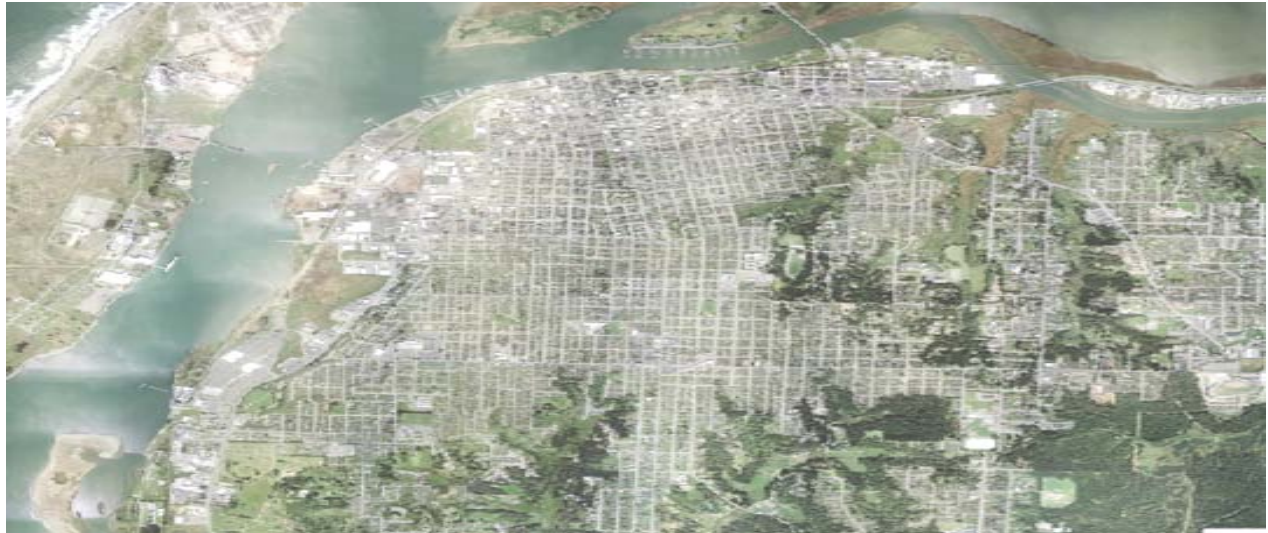
Prioritization

Due to reduced staffing, the Department has had to make a number of adjustments. Although through the budget process we are hoping to have full time administrative support to greet customers who come to the counter or to answer in-coming phone calls in the next fiscal year. In the meantime, we continue to ask customers to ring a bell for service and phone calls are routed to voicemail. We try to return all phone calls within 24 hours.

We are prioritizing projects and enforcement. For projects, we continue to abide by the Permit Streamlining Act for discretionary permits, and we are prioritizing city projects based on such parameters as grant funding deadlines, state/federal directives, and, of course, Council priorities. Regarding enforcement, our priority are those violations that threaten the public health and safety.

Partial list of Projects, Permits, and Ordinances that we are working on

- | | | | |
|--|--------------------------------------|---|--|
| ◊ Montessori School, Cooper Gulch | Update | nection | ◊ Schneider/Redevelopment Agency coastal dependent industrial cargo storage yard |
| ◊ Shamus T Bones Restaurant | ◊ Forster Gill Subdivision. | ◊ Martin Slough Enhancement | |
| ◊ Greenway/Open Space Ordinance | ◊ Historic Preservation streamlining | ◊ Lost Coast Brewery | ◊ Open Door Community Health Center |
| ◊ Update of the Coastal Zoning Regulations | ◊ Clarke Historic District Formation | ◊ Stimulus-Funded Street Improvement Projects | ◊ Wild Planet |
| ◊ Design Guidelines | ◊ Flood Plain Ordinance Update | ◊ PALCO Marsh Vegetation Management | ◊ Arcadis (G&R Metals) soil remediation |
| ◊ Marina Center | ◊ Martin Slough Interceptor | ◊ Mad River Pipeline | ◊ Emergency Shelter Ordinance |
| ◊ Sphere of Influence update, LAFCO. | ◊ PALCO Marsh Phase 1A | ◊ Food Waste Digester Project | ◊ Review of Parking Regulations |
| ◊ Elk River Wildlife Trail. | ◊ Waterfront Drive Extension | ◊ Biosolids Disposal | ◊ Medical Cannabis Ordinance update |
| ◊ RCAA Trail Grant | ◊ Waterfront Drive Con- | ◊ Parcel 4 | |
| ◊ County General Plan | | ◊ Komak Garage Variance. | |



ENGINEERING DEPARTMENT

Activities and Status Report

Second Quarter 2011

Summary of Activities

1. Administration

Administrative staff has been training temporary personnel to assume the administrative workload as Tiffany Peerson transitions out on maternity leave for the next quarter, in addition to preparing the annual budget document and reviewing insurance documents for the various permits and construction projects.

2. Construction Division

In the second quarter of 2011, no projects were completed, construction continued on two projects, one project was advertised and awarded for construction, another project was advertised for bids, and engineering design continued on seven projects and two programs.

3. Development Division

Development assisted with reviews of major developments including Lost Coast Brewery and Open Door Clinic. Development also processed three easement vacation requests and continues to issue water, sewer and encroachment permits along with handling counter inquiries to assist citizens and developers with their requests and inquiries. Some encroachment permits also require Development to prepare agreements to reduce liability risks to the City. Insurance reviews for leases, agreements, and encroachment permits continue to require approximately one employee's full time.

4. GIS Division

The GIS Division continues to work on implementing a centralized 'Enterprise' GIS migration, consolidation of mapping data between the City's Corporation Yard and Engineering Department, and a public safety oriented GIS-based response and planning system.

5. Traffic/Signals Division

Review of traffic studies for development projects and preliminary engineering for traffic signal projects has been the focus of this division's second quarter.

6. Property Management

In the second quarter Property Management was involved in several Capital Improvement Program Projects along with performing routine property management duties, which include managing real property and the administration of leases for the City of Eureka and the Eureka Redevelopment Agency. Property Management continues to operate under budgetary constraints while searching for and evaluating cost effective measures for managing the City's real property.

Construction Division

Kurt Gierlich
Carolyn McKenna

Angi Sorensen
Angela Martindale

Lisa Savage

No projects were completed in the second quarter of 2011.

The following projects are currently in construction:

1. Fishermen's Terminal Building – \$2,850,000

Construction of a 17,300-ft² building adjacent to the Fishermen's Dock and Market Square, with 15,700 ft² dedicated to fish processing and coastal-dependent businesses and 1,600 ft² dedicated to a retail seafood business and café, and a 41-space (including two ADA-compliant spaces) public parking lot immediately south of the Fishermen's Terminal Building. The parking lot will be landscaped and will include amenities consistent in number, scale, and style with those on the existing Boardwalk and "F" Street pedestrian plaza, and it will include five spaces with provisions for electric vehicle charging stations. Final punch list item work will be completed next quarter. (Gierlich, Martindale, Savage, Lapotre and Cleek, Whitchurch Engineering, Travie Westlund, Skyline Technical Systems), Randy Hill Construction, Inc.

2. Martin Slough Interceptor - Phase 1 – \$5,815,000 (includes \$1,013,683 in project administration costs. Funding breakdown = \$2,572,905 Prop 50 Grant Funding + \$1,829,000 EPA Funding + \$ 508,700 City Funding + \$904,300 HCSD Participation.)

The City received State of California Proposition 50 grant funding and EPA Special Appropriations grant funding to construct the first phase of the Martin Slough Interceptor project. Phase 1 consists of permitting, easement acquisition, and construction of the main gravity wastewater interceptor pipeline from the "O" Street lift station to the Golf Course lift station. Construction commenced in May 2011 and is scheduled to be completed by December, 2011. (Gierlich, Shikany, Savage, SHN Consulting Engineers & Geologists), Mercer-Fraser Company.

The following project was advertised and awarded:

3. Former Carson Mill Site Cleanup – \$250,000

The City received a second Brownfields Grant in the amount of \$200,000, for additional cleanup of contaminated soil on the City-owned property known as the Former Carson Mill Site or the Halvorsen Property. The project consists of cleanup (excavation, testing, and disposal of contaminated soil) and monitoring activities. Bids were opened May 24, 2011. (Sorensen, SHN Engineers & Geologists), North Coast Environmental Construction

The following project was advertised for bids:

4. Fire Safety Training Tower Electrical Project – \$20,000

The City received a grant of \$5,000 from PG&E to install interior and exterior lighting and convenience outlets at the Regional Public Safety Training Tower on Hilfiker Lane. The additional illumination will improve functionality and increase safety for training exercises, in accordance with recommendations of the Insurance Services Office (ISO). (McKenna, Sorensen, Whitchurch Engineering) Colburn Electric, Inc.

The following projects are currently in design:

5. Anode Bed Replacement on Cross Town Interceptor – \$40,000

This work is an element of the continuing maintenance program for the cathodic protection system on the Cross Town Interceptor wastewater transmission main. A corrosion evaluation is required, and design and construction of the anode bed replacement will be based on the results of the corrosion evaluation. (Sorensen)

6. Biosolids Dewatering Facility - Phase 2 – \$1,400,000

Phase 2 will consist of the purchase and installation of mechanical equipment for an automated dewatering facility. Phase 2 will be constructed in the future when financing allows. (Sorensen, Gehrke, SHN Consulting Engineers & Geologists)

7. Reservoir Maintenance and Security Project Phase 3 – \$800,000

Phase 3 will consist of abrading and repainting the interior members of the reservoir roof support structure. The work will be performed between November 1, 2011 and April 30, 2012. (Sorensen, McKenna, Duncan, DB Gaya Consulting LLC)

8. Fire Safety Training Tower Paving Project – \$40,000

This project will add asphalt paving at the Regional Public Safety Training Tower on Hilfiker Lane. Currently, training activities that involve flowing water require restoration of the existing gravel surface. Pavement will prevent this erosion, decreasing sediment runoff and increasing the functionality of the training facility. (McKenna, Boughton)

The following projects are undergoing preliminary design and environmental review:

9. Waterfront Drive Extension Project - Del Norte to Hilfiker – \$12,000,000

Extension of Waterfront Drive from Del Norte Street to Hilfiker Lane is currently on hold pending results of initial environmental evaluation. (Gierlich, Shikany, North State Resources, Oscar Larson & Associates)

10. Waterfront Drive Connection - Phase II “G” to “J” Streets – \$3,600,000

This project will complete the northern portion of Waterfront Drive and provide the final link to a continuous multimodal transportation corridor along 2.4 miles of the City's Humboldt Bay waterfront, from “T” Street in the northeast to Del Norte Street at the southwest. The CEQA document is complete. A grant in the amount of \$450,000 was received from Caltrans' Local Assistance Program Bicycle Transportation Account, and has been reprogrammed for a 2016 completion date to allow Union Pacific Railroad to complete the environmental cleanup of the contaminated soil prior to the City acquiring the property to initiate the road and bike lane construction. Staff is continuing to negotiate with the railroad authorities for right-of-way. (Gierlich, Parrott, Martindale, Savage, Shikany, SHN Consulting Engineers & Geologists).

The following projects are continuing:

11. Martin Slough Interceptor - Phases 2a, 2b, & 2c – \$14,400,000

Phase 2 of the Martin Slough Interceptor project includes construction of a new pump station (Phase 2a) and force main (Phase 2b). Phase 2c will consist of demolition of several lift stations and connection of various sewer basins to the interceptor to begin operation of the Martin Slough Interceptor as a complete and functional system. The construction schedules for Phases 2a, 2b, and 2c will be based on securing funding for each phase. (Gierlich, SHN Consulting Engineers and Geologists, Brown and Caldwell)

12. Wastewater Facilities Plan and Program - Phase 2b – \$250,000

Phase 2b of the Wastewater Facilities Plan will build on the Phase 2a Facilities Plan work. It will include updating and evaluating the ebb tide discharge model, effluent blending and storage evaluation, feasibility analysis for treating peak wet weather discharges, solids thickening facility pre-design, web-based collection system model, and collection system Inflow and Infiltration reduction program. (Gierlich, Knight, Young, Gehrke, Brown and Caldwell)

13. SCADA System Program – \$1,000,000

This program will upgrade the City's Supervisory Control and Data Acquisition (SCADA) systems. SCADA systems are used to monitor and control chemical, physical, and treatment processes in municipal water and wastewater systems. A Needs Assessment was completed in May 2011, which identified individual projects and developed a preliminary budget for the overall program. The first critical project, replacement of the Wastewater Collection Division's graphical user interface, is expected to be completed in the third quarter of 2011. (Sorensen, Gehrke, Mathes, ArcSine engineering)

TOTAL: 13 Projects, \$42 Million Capital Improvement Value

Longer Term Projects:

A. Mad River Pipeline Phase 4 – \$1,500,000

Phase 4 will replace two sections of the Mad River Pipeline as a part of the continuing project to provide improved water supply system reliability. The section in Arcata is located between the south side of 7th Street and the California Highway Patrol Station, and the section in Eureka is located between the Ryan Slough Pump Station and the intersection of Frank and Glenwood Streets. Preliminary construction plans were completed in 2010, and have been placed “on the shelf”, pending identification of funding. (Gierlich, Sorensen, Oscar Larson & Associates)

B. Mad River Pipeline - Phases 5 & 6

Design and construction of subsequent phases of the Mad River Pipeline project will progress as funding becomes available.

C. High Zone Water Pump Station – \$500,000

Design and construction of a new pump station to fill the elevated water storage tank will progress as funding becomes available.

D. Sewer Lift Station Upgrades – \$250,000

This continuing maintenance program will upgrade wastewater lift stations and collection facilities on a yearly prioritized basis. Design and construction will progress as funding becomes available.

E. Sunny Avenue and 14th & ‘P’ Embankment Repairs – \$400,000

Preliminary construction plans were completed in October 2003, and have been placed “on the shelf”, pending identification of funding for these projects. (Gierlich, SHN Consulting Engineers & Geologists)

F. Railroad Crossings – \$100,000

This project would replace at-grade railroad crossings at various locations. Construction is deferred pending availability of State funding, and also dependent on the railroad commencing operation. (Boughton)

G. North Eureka Gateway Transportation Enhancement Grant – \$1,500,000

This proposal is on hold. This project would enhance State Route 101 from Airport Road to “V” Street as an entrance gateway with street trees, landscaped medians, sidewalks, street lighting, and bike lanes. A prior \$800,000 proposal for the section from “V” Street to the Eureka Slough Bridges received strong community support. However, a major stakeholder, Keep Eureka Beautiful, no longer supports the project, and Caltrans will not sponsor the project without strong community support.

H. Extended Fuel Storage Facility – unknown cost at this time

The increasing number of backup generators installed at City facilities has created the potential for a shortage of fuel in the event of an extended emergency. This project will quantify fuel storage requirements and evaluate potential sites at which additional fuel

storage and dispensing facilities may be located in order to decentralize emergency fuel storage for City facilities. (Gierlich, Martindale, Knight, Young)

Other Department Projects and Programs:

- **Engineering Standard Drawings and Design Standards**

The department has been developing engineering construction standards and detail drawings for a number of years. The end result will be a set of published documents containing design standards and details for water, wastewater, storm drains, streets, and other miscellaneous details used for construction in the City of Eureka. (Gierlich, Boughton)

- **Water Distribution System Modeling**

This project will create a working model of the City of Eureka's water distribution system. The resulting model will be utilized in analyzing the water distribution system and designing future improvements to the water system, especially with respect to fire flow analysis and the impact of future development. (Sorensen, McKenna, Redner)

- **Engineering Document Database and Long Term Digital Storage program**

This project will create a computer database for all Engineering Department documents and maps. The program will include the scanning and storage of existing maps and documents into digital file format utilizing the department's scanners. (Martindale)

Development Division

Gary Boughton

Tiffany Peerson

Laurie Shannon

Review of:

1. Agreements for Encroachments, Monitoring Wells and Subdivision Improvements, (1)
2. Building Permits, (33 permits, some with several reviews)
3. Encroachment Permits (21)
4. Insurance Reviews, (229, some with several reviews)
5. Water Permits, (6)
6. Sewer Permits, (0)
7. Requests for Service or Complaints, (20)
8. Street Tree Reviews, (23)
9. Certificate of Subdivision Compliance Descriptions, (0)
10. Coastal Development Permits, (4)
11. Conditional Use Permits, (2)
12. Design Review Applications, (13)
13. Street and Alley Vacations, (0)
14. Variances, (2)
15. Lot Line Adjustments, (0)
16. Parcel Maps, (0)
17. Subdivision Maps, (0)
18. Descriptions for City Projects, (0)
19. Humboldt County Referrals, (1)

In addition to assisting citizens at the counter, and working on future projects, Staff also works on the following programs and attends the following meetings:

1. **Capital Improvements Program**

Engineering staff is beginning the annual update of the City's Five-Year Capital Improvement Program (CIP). This document is used to identify needed capital improvement projects and to coordinate the financing and timing of improvements. The primary purpose of the CIP is to assist in the orderly implementation of the broad and comprehensive goals of the adopted General Plan and for the maintenance and replacement of the City's infrastructure by establishing an orderly basis to guide local officials in making sound budget decisions and by focusing attention on community goals, needs and capabilities to maximize the benefit of public expenditures. The 2011-2016 CIP is anticipated to be reviewed by the Planning Commission on August 8, 2011 and to be received and filed by the Eureka City Council at its August 16, 2011 meeting. (Martindale, Boughton)

2. **City Council**

Staff attends the twice monthly Council meetings to answer questions Council may have on Engineering agenda items and to have a better understanding of Council directions and concerns for the City. (Gierlich, Boughton)

3. Disadvantaged Business Enterprise Program (DBE)

In order for the City of Eureka to receive Federal Financial Assistance from the U.S. Department of Transportation (DOT), the City of Eureka is required to sign an assurance that it will comply with 49 CFR Part 26. The City of Eureka has established a Disadvantaged Business Enterprise (DBE) Program in accordance with the regulations of the 49 CFR Part 26. Engineering updates the Program yearly to reflect proposed use of Federal monies during the next fiscal year and establish a goal for Disadvantaged Business Enterprise participation on each federal financed project. The State has a new twist to the program by adding Underutilized Disadvantaged Business Enterprises (UDBE's). (Boughton)

4. Design Review

Staff attends Community Development's twice monthly meetings and provides written comments. The comments are generally preliminary notification of conditions or permit requirements from Engineering, in order to perform certain work efforts. (Shannon, Boughton)

5. Development Coordination Committee

Staff attends Community Development's meetings, along with other departments and utility representatives, to coordinate applicants' projects and to set conditions. (Boughton)

6. Humboldt County Liaison Committee

Staff attends the monthly meetings to coordinate agency and utility projects. The County, cities and each utility company provide information to coordinate projects in the most efficient and costly manner. Staff has been instrumental in reinitiating these valuable monthly meetings. (Sorensen, Boughton)

7. Insurance Review

Staff reviews insurance certificates and endorsements for all Engineering contracts, including Agreements and Leases along with reviews for contractors/persons wishing to work in City rights-of-way under Encroachment Permits. Reviews require a technical knowledge of insurance requirements and documentation which transfers the liability of the action of others working for the City or working within our rights-of-way. This effort continues to take the time of a full time employee. (Peerson)

8. Open Space, Parks and Recreation Commission

Staff attends the once a month meeting to update the Commission on Engineering projects of their concern and to answer questions the Commission may have. (Boughton)

9. Planning Commission

Staff attends Planning Commission meetings to answer City Engineering questions the Commission may have on agenda items and to have a better understanding of the Commission's direction. (Boughton)

GIS Division

Riley Topolewski

The GIS Division, staffed with a GIS coordinator, completed or continued the following projects or tasks during the past quarter:

- **Water/Wastewater New Service Mapping**
- **Tsunami Evacuation Map and Signage Placement**
- **City of Eureka Sphere of Influence Analysis**
- **Safe Routes to School Collaboration**
- **Creation of a Centralized, GIS Server**

The GIS Division has a new centralized, dedicated GIS server. The new server will allow for a new array of GIS services for city, private and public access clients. The hardware is in place and the GIS Division has begun migrating data and applications during this past quarter.
- **Housing Element Collaboration**

The GIS Division produced all mapping elements of the Housing Element of the City's General Plan Update. In accordance with Community Development's requests, sub-sets of parcels were grouped into various categories and thematically mapped. New GIS datasets were also created and have become commonly exchanged information.
- **Web GIS Application**

The GIS Division has recently migrated its old Web GIS application to a brand new web application that runs on ESRI's ArcGIS Server. The new site is available on the City of Eureka GIS Program Homepage,
<http://www.ci.eureka.ca.gov/depts/engineering/gis.asp>
- **Block/Utility Map Consolidation**

The GIS Division has completed the scanning of all Corporation Yard Utility maps. Block maps, water maps and drainage maps comprise the bulk of the effort. Phase two to of this project involves meticulously noting any and all differences between the maps maintained by the Corp Yard and those maintained by the Engineering Department. Phase two is complete. Phase three, which is currently underway, consists of processing the consolidated mapping information into the appropriate GIS datasets.
- **Host Regional GIS Users Group**

The City of Eureka's Bay Room at the Wharfinger building is the new location for the North Coast GIS User's Group. The group meets quarterly to discuss the latest applications of GIS on the north coast
- **Wireless E 9-1-1 Project**

The GIS Division has been involved in the statewide Wireless E 9-1-1 Project in conjunction with the City of Eureka Police Department. The GIS Division is responsible for the accurate placement of addresses received from the city Public Safety Answering

Point (PSAP). PSAPs are responsible for answering 9-1-1 calls for emergency assistance from police, fire, and ambulance services.

- **Water Distribution System Mapping**

Digital datasets describing Eureka's water distribution infrastructure have been created and are currently being revised to improve accuracy and add features. Water meter locations and service connections are being mapping as well as attributed with pertinent data.

- **Wastewater Collection System Mapping**

The GIS Division updates and maintains existing GIS datasets describing the City of Eureka, and HCSD wastewater collection system to remain current.

- **Parcel Database Updates**

The GIS Division updates the existing City of Eureka parcel database. Changes in parcel boundaries as dictated by the county assessor's office and various other sources are reflected. Ongoing.

- **Local Area Network Application Creation/Maintenance**

Creation and maintenance of specific GIS applications for City of Eureka employees. Most applications utilize the Arcreader platform or mapserver web-gis. (ongoing)

- **Application Deployment**

Develop and deploy specific applications for specific departmental needs. For example, develop mapping applications with an emphasis on utility information for employees within the maintenance divisions. (Ongoing)

- **Process Daily Requests for Mapping**

The GIS Division is solely responsible for the requests from various departments for current mapping. These requests occur on a daily basis.

Traffic/Signals Division

Sheila Parrott

Dan Moody

Scott Ellsmore

The following projects have been awarded:

Harris and E, Harris and F Streets Left Turn Signalization - \$185,000

This project will install southbound left turns at the Harris and E Street, and Harris and F Street intersections. This will include new lanes, signal heads, signal arms, and detector loops. The project has been awarded to Smith Electric and is scheduled to begin in August 2011. HSIP grant funding has been awarded for these safety improvements.

Centerline Striping 2011 - \$15,000

The Centerline Striping 2011 project is an annual project to repaint street centerlines, edge lines and bike lanes in various locations throughout the City. This is a continuation of last years project in which we were able to repaint striping in over 21 miles of roadway in the City. This year's project will continue working down the priority list of street painting needs. The project is scheduled to be completed by September 15, 2011.

The following projects have been advertized:

Harris and Harrison Signalization Upgrades - \$200,000

This project will install north and southbound left turn lanes at the Harris and Harrison intersection. This will include new lanes, signal heads, signal arms, and detector loops. The project was advertized on July 17th with anticipation of award on August 16th. Construction is scheduled for fall 2011.

Street Overlay 2011 - \$800,000

The Street Overlay 2011 project will pave Harris Street from Broadway to Harrison Avenue including ADA compliant corner drop curbs and possible installation of bike lanes from "I" to "T" Street. The project will also include repaving "T" Street between 3rd and 4th Streets. The project was advertized on July 9th and will go to Council for award on August 2nd. Construction is scheduled for fall 2011.

The following projects have been awarded grant funding:

Harris and "S" Street Signal Improvements - \$160,000

Grant funding for the installation of protected left turn signals was awarded through the Highway Safety Improvement Program (HSIP). The installation of protected left turn signals at Harris and "S" Streets has been previously identified in the CIP. Project is scheduled to be designed this fall/winter for construction in summer 2012.

Emergency Vehicle Pre-emption Equipment - \$584,100

Grant funding for the installation of emergency vehicle pre-emption equipment was awarded through the Highway Safety Improvement Program (HSIP). The installation of emergency vehicle pre-emption equipment at all City-owned traffic signals has been previously identified in the CIP. Project is scheduled to be designed this fall/winter for construction in summer 2012.

Sidewalk Construction/Relocation \$180,000

An opportunity to fill the shortfall in the allocation for the Safe Routes to School project is being presented through Transportation Enhancement (TE) funding. This project will include the relocation of the sidewalk in front of Washington Elementary School and sidewalk gap infill on Harris Street that was previously identified in the Safe Routes to School application. This funding has been programmed in the State Transportation Improvement Program (STIP) for fiscal year 2012/13.

West Avenue Improvements - \$338,500

Grant funding for pedestrian safety improvements on West Avenue from 6th Street to Myrtle Avenue was awarded through the Highway Safety Improvement Program (HSIP). The project includes installation of ADA compliant drop curbs and driveways, sidewalk bulb-outs, street lighting, paving, and replacement in-pavement lights as previously identified in the Traffic Safety Evaluation report done by UC Berkeley. Project is scheduled to be designed this fall/winter for construction in summer/fall 2012.

Longer Term Projects:**1. Downtown Parking Assessment District Task Force**

The Parking District Number One Task Force is revising its recommendations to the City Council for the operation and possible expansion of the parking district. These recommendations include expansion to the north, shared use parking standards, and residential parking ordinance changes.

2. Eureka-Arcata Corridor Project

Staff continues to provide input to the State's project engineers.

3. Greater Eureka Strategic Transportation Plan

The City, County, HCAOG, and State staff continue to work on the Greater Eureka Area Traffic Model which will be used for coordinated regional traffic forecasting by each entity. The traffic model will be used in a City /County project to identify future traffic impacts associated with development and the creation of a Traffic Management Program to assess fees and implement projects to mitigate those impacts. Staff has participated in the RFP process for consultant selection to refine and update the model (Blueprint Planning Phase III).

4. Greater Eureka Micro-simulation Project

The latest version of TransModeler, GEOmicrosim has been provided and is being evaluated, tested, and calibrated by the staff. Several revisions to the GEA micro-

simulation model have occurred which allow for more detailed simulation of detector operations. Staff continues to provide input and participation in the calibration process.

5. Underground Utility Conversion

Nine blocks of utilities on Fourth Street, between Myrtle and Y, will be considered for Rule 20A undergrounding. The City currently has a Rule 20A work credit balance with PG&E of \$2.8 million. The typical project schedule will include design, right-of-way acquisition, and construction.

6. Broadway Feasibility Study

The City is one of several stakeholders in Caltrans' Feasibility Study of the Broadway corridor. The section of Broadway between Kmart and 5th Street is being examined for improvements for non-motorized users. Staff continues to provide input and participation in the process.

7. Pavement Management Program

The City and HCAOG entities are participating in the development of a regional Pavement Program to generate a systematic method to assist in determining roadway pavement maintenance, rehabilitation, and reconstruction needs. This effort will provide an opportunity for prioritization of these needs to maximize efficient use of limited resources. Staff is currently awaiting the program outputs and training.

Other Division Projects and Programs:

The Traffic/Signals Division of the Engineering Department continues working with the State, County, and private developers on various traffic studies in and around the City of Eureka. This Division has also provided assistance to the Engineering and Public Works Staff in reviewing traffic issues for various projects.

1. Traffic Signals

Maintaining operation of the 26 City owned traffic signals is a primary duty for this Division. A traffic signals maintenance agreement between the County and City of Eureka is being developed. A monthly signal training/meeting with State, County, and City of Fortuna staff has been initiated to review and discuss traffic signal operations.

2. Traffic Studies

Staff has continued to provide feedback on the traffic studies for the Ridgewood Village Development, the Humboldt County Multi-family Rezone Amendment and various other projects and developments.

3. Parking Items

The Parking Place Commission is currently fully staffed with seven commissioners. Staff prepares the agenda, sends notices regarding requests, gathers data and documentation, prepares staff reports, and attends monthly meetings regarding on and off-street parking issues.

4. Meetings with EPD Traffic Officers

Monthly meetings with Tony Zanotti and Gary Whitmer of EPD continue. Current traffic related issues include requests for traffic control devices, locations for increased enforcement, pedestrian safety, parking zones, parking meters and use of radar speed signs purchased through a grant EPD received from the Office of Traffic Safety.

5. Transportation Safety Commission

Staff attends monthly meetings and provides data and reports on various traffic studies, locations, and projects at the request of the Transportation Safety Commission. Staff also attends various sub-committee meetings.

6. Humboldt County Association of Governments Technical Advisory Committee

Staff attends monthly meetings regarding the programming of regional transportation improvement funding and provides data, estimates, and input.

7. Electronic Parking Meter Program

Staff maintains parking meter electronics and collects and maintains inventory, coin and card audits, and maintenance data from all City-owned metered parking lots. This data provides finance with a means to audit revenue through reports generated by the parking meter software. Additional reports track revenue by stall and lot and provide occupancy data. All parking meter batteries were replaced this quarter.

8. Safe Routes District-wide Task Force

Staff attends monthly meetings with various stakeholders including EPD, RCAA, HumPal, Bikes There, Transportation Safety commission, District 1 County Board of Supervisors, County Public Works, and several members of the School Board District Office regarding safe routes to schools.

9. Training

Many webinars and training sessions were attended this quarter. These included two Caltrans Local Assistance webinars, a Traffic Speed webinar, and a Pedestrian/Bicycle webinar. Out of town training included the Resident Engineers Academy, Rubberized Asphalt seminar, and an Asphalt Pavement Maintenance seminar.

10. Other

In addition to the items listed above, regular items processed during the quarter included:

- Special Event requests (traffic control plans included)
- Work Orders for new signs, markings, and parking controls
- Transportation Permits
- Project referrals – Community Development
- Collision pin map and collision report filing
- Complaints and inquiries
- Traffic Studies – various locations for speeds, volumes, warrants

Property Management Division

Lisa Savage

In addition to performing routine property management duties, the following activities of interest occurred during the past quarter:

1. **New Leases/Licenses**

Humboldt Bay Maritime Museum (HBMM) – The City negotiated a new lease with the Humboldt Bay Maritime Museum (Madaket) the new ticket booth on the C Street Plaza and for the ability to dock the Madaket at the C street and/ or F street Docks. HBMM has agreed to lease the ticket booth for \$100/ month.

2. **Lease/License Renewals and Terminations**

Chevron USA - The City's Lease with Chevron USA, Inc. for tidelands property located at the end of Christie Street expired during the fourth quarter of 2008. The Lease is in a month to month holdover tenancy while the City and Chevron negotiate the new terms of the Lease. - **Update-** The City and Chevron have jointly retained Brooks Appraisal Service to perform an appraisal of the property. Both parties have agreed to be bound by this appraisal.

Eureka Forest Products – Eureka Forest Products has expressed interest in an early renewal of their tidelands lease. This would result in higher rent for the City and secure a long term lease for Eureka Forest Products. A tentative lease agreement was drafted, reviewed by the City Attorney and forwarded to Eureka Forest Products for review. They have commented and requested some changes which the City is reviewing. Negotiations have tentatively stalled. - **Update-** No change.

Laurence Badgley – The City terminated the Land License Agreement with Laurence Badgley for his personal hangar at Eureka Municipal Airport. The Agreement was terminated via 60 day notice and is effective July 12, 2010. City filed an Unlawful Detainer for immediate possession of the Property, forfeiture of the Lease, and damages. - **Update-** No change.

All Leases are available for review in the Property Management Office.

3. **Right of Entry Agreements**

One Right of Entry Agreement was entered into with Converted Organics.

4. **Activities of Interest**

Community Service Work Referral Program - Humboldt County's probation department places workers requiring community service time with the City. During the past quarter Community Service Workers served the City at the Zoo and the Marina.

5. **Facilities Inspection**

Sixteen (16) City buildings and all the Parks and Playgrounds were inspected in the second quarter.

6. **Real Property Work Completed**

No service/work requests were processed during the second quarter.

The following projects are under construction:

1. **Fisherman's Terminal Building – 17,000 s.f.**

Two businesses have committed to lease processing space in the building with one tenant committing to lease office and dock space. The lease agreements for the building are in the final review stage between the City and the tenants. - **Update-** The Redevelopment Agency sent out an RFQ for the Café and received responses from two interested parties. (Savage)

The following projects are in final design:

1. **Salt Marsh Restoration, \$275,000, 2011/2012 construction**

The Fisherman's Terminal Project required the mitigation for salt marsh covered by the construction of the wharf. The City has submitted a new access plan to the Coastal Commission for approval. The City went out for Request for Qualification for a Landscape Contractor/Restoration Specialist and received one proposal. Construction should take place in September. (Savage)

The following projects are undergoing preliminary design and environmental review:

1. **Martin Slough Enhancement Project - \$4,400,000**

In 2009 one unsuccessful application for implementation funding was made to the National Oceanic & Atmospheric Administration's Community-based Restoration Program. The Martin Slough project did not compete favorably because CEQA had not been completed and the program was looking for "shovel-ready" projects.

Associated studies which had been partially completed before the suspension of funding included a wetland delineation and a low flow study to determine if the pond at the upper end of the golf course could supply enough irrigation water to irrigate both the front and back nine. A technical memo which will describe the study and its results is being prepared and will be provided to the City and Courseco within the next month.

RCAA is working with consulting engineers Winzler & Kelly to move forward on project designs and supporting documents needed for completion of a CEQA document for the project. Our goal is to get to a sufficient design level to prepare a CEQA document for the entire project, and prepare 100% designs for the replacement of the tide gates at the mouth of Martin Slough. **(No Change)** (Savage, RCAA, Winzler & Kelly Consulting Engineers)

Memo



To: David Tyson, City Manager
From: Captain Murl Harpham, Interim Police Chief
Date: July 15, 2011
Re: Quarterly Report – April, May, June 2011

Chief's Message:

I've been with the Eureka Police Department (EPD) for over 54 years now. I've seen a lot of changes over those years. But one thing is always constant – change. I would like to assure the citizens of Eureka that it's business as usual here at the Eureka Police Department. Yes, we may have had a change in our police chief, but this is fairly common as the average police chief tenure around the country is three-to-five years.

Let's clear up some confusion out there. If you call 9-1-1 with an emergency, the EPD will respond anywhere in the city, morning, noon or night. There is not one block, street, house or apartment that we won't respond to. I've never worked with an officer who was reluctant to go anywhere in the city, except maybe the snake cage at the zoo.

If there are any problems with a rogue police officer on the streets or rude police dispatcher when you call, bring this to my attention via a letter or email and it will be dealt with immediately.

Fifty plus years ago the Chief who hired me said, "You are here to serve all citizens and put the bad guys in jail." That credo has continued throughout the years. We hear you when you tell us that there are problems with narcotics in this town and I agree. I've been out on our streets for many decades and have seen firsthand the damage done by drugs to both individuals and a community. Drugs bring added petty crimes and violence and will be dealt with swiftly.

That's why over the years we have had the COP (Community Oriented Policing), NOP (Neighborhood Oriented Policing) and now the POP (Problem Oriented Policing) team to aggressively go after drug dealers and drug houses. In the late 1990s we had both a COP and NOP team which were specifically assigned to work Eureka's Westside. In fact, the NOP officers worked out of a Westside office at Wabash and A Streets. Unfortunately, with budget cuts in 2002 we were forced to reduce the unit to one full time and one part-time officer and move out of the Westside. Additionally, we have police officers who live on the Westside. Please communicate to your city council how important it is to maintain funding for the POP team. We will continue to partner with Betty Chinn and the Humboldt County Health & Human Services Department to deal with our homeless and mentally challenged people on the streets of our town.

Every day we put on our uniforms and patrol the streets of Eureka. Whether it is traffic control, the scene of an accident or pursuing the bad guys and putting them in jail, we do require your assistance as we can't do this alone. Tell us where the problem areas are and they will be dealt

with forth right. If there are drug dealers in your neighborhood, we will build a case against them and get them off the streets. When there is gunfire or a dangerous person in your neighborhood and citizens are in fear, we will respond. When dealing with disruptive people we always first extend an olive branch of peace. No one likes a tough cop until they need one, then they want the toughest cop around.

I recently interviewed a fellow police officer from another California town looking to relocate here. He informed me that they only had 1 police officer for every 1,000 citizens. Here in Eureka, we have 1 police officer for every 500 citizens. He was also impressed with the assertive style that we went after drug dealers in our town as his town has similar but lesser issues. There are no politics with law enforcement. We simply preserve law and order, enforce the laws, and protect and serve all the citizens of our town. We wish former chief Garr Nielsen good luck in his future endeavors and thank him for his time of service.

I'm Murl Harpham, your Interim Police Chief. Let me reiterate, if you do not get a response or one you think was inappropriate notify me or a supervisor and it will be investigated. If you have any questions or concerns or just want to talk, please give me a call. My phone numbers are 441-4068 or 441-4095 and I am always available to listen to your thoughts. My e-mail address is mharpham@ci.eureka.ca.gov.

FIELD OPERATIONS – Patrol and other Police Services

Between April 1 and June 30, 2011, Eureka Police Officers responded to 9,803 calls for service and conducted approximately 7,570 self-initiated enforcement actions resulting in 2564 written reports and 1,162 arrests.

Selected Calls of Interest:

BURGLARY SUSPECT ELUDES POLICE K-9 VIA GREENBELT SWAMP

On June 24th, just a little after 5:00 p.m. Officer Bryon Franco attempted to stop a known burglar for a traffic violation. The driver/suspect, Justin Gibney, had recently been pawning high value items at local pawn shops. Gibney was believed to have been responsible for a number of local burglaries, including the theft of over \$75,000.00 in collector's coins and jewelry.

Gibney pulled into the Shell gas station on Myrtle and, against orders, stepped out of the car. Recent word on the street was that Gibney was carrying a concealed handgun, so officers were cautious and ordered him to show his hands. Instead, Gibney took off running into the swamp area that runs parallel to McFarlan. Officer Franco requested additional officers to set up a perimeter prior to starting a search.

During his flight through the (later discovered) chest-deep swamp, Gibney ran into a back yard at the 1500 block of McFarlan, but was chased back out by a neighbor. Officer LaFrance, his dog and two other officers began a search from the suspect's vehicle. The K9 tracked the suspect down a hill, over some downed trees and into a knee deep swamp. The dog continued to trail Gibney, though part of the time he had to swim, while his handler and fellow officers attempted the slow process of wading through the thick mud, reeds and berry briars.

Approximately 40 yards into the swamp, pursuing officers suddenly sunk up to their chests in water and mud. This would be difficult going in street clothes, but add heavy, now water-logged boots, vest, gun belt, and other related equipment and you get the picture.

While the dog was treading circles in the reeds, his handler and comrades were trying desperately to keep from becoming completely submerged. Who knew there was THIS much water in some of the 'greenbelt' areas?????

Due to the information that the suspect was possibly armed, the fatigue level of the officers and the already significant damage to valuable equipment, the search was called off. Officer Franco began processing and towing the suspect's car. Inside, he located a number of stolen items, including quite a few of the stolen coin collections, and some unique jewelry. Many of the coin sheets had the victim's name written on them.



Officer Franco later requested a warrant for Gibney's arrest and contacted the victims of the theft, who were elated to get some of their irreplaceable property back.

As a side note to this story, Officers learned days later, that Gibney had spent more than 5 hours in the swamp and had suffered both hypothermia and a multitude of cuts and scrapes. Additionally, and here is the real kicker, the week prior to this, after attempting to sell stolen property to a pawn shop, Gibney had fled on foot, been caught and bitten by Officer Franco's K9, Jimi, and booked into jail. Unfortunately Gibney bailed out of jail within hours (probably with proceeds from stolen property sales) and was back to his old tricks within days.

Apparently he did NOT want to be caught by the dog again, so he chose a deep swamp area. In addition to hypothermia, as a result of the filthy, stagnant swamp water, Gibney's previous bite wounds became infected, so to some small degree, justice was served.

SUSPECT RAMS EPD PATROL VEHICLE WITH STOLEN VEHICLE!!!!

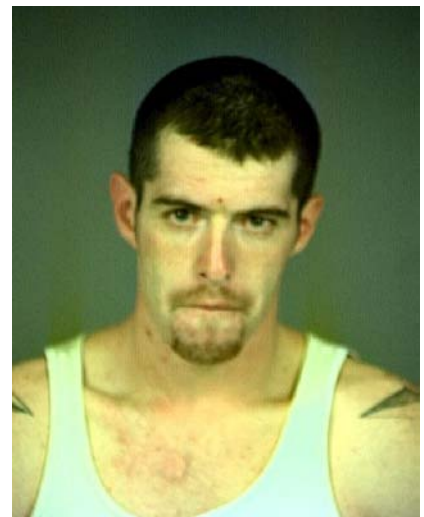
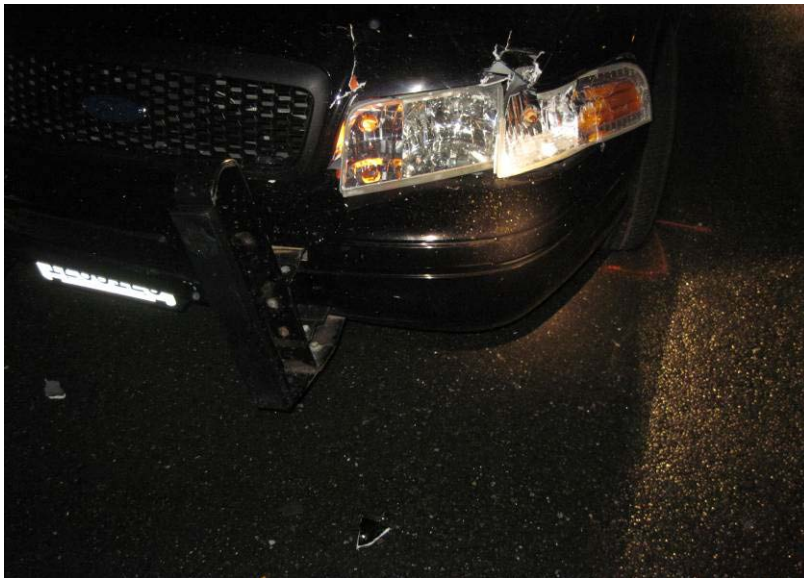
On May 30th, Officer Justin Winkle was observing traffic on 6th Street when he noticed a Toyota pickup drive past his location. Officer Winkle's attention was drawn to the vehicle because it resembled the description of a stolen vehicle he learned about during his watch briefing. Officer Winkle began following the vehicle, which eventually pulled into an alley and parked in the 800 block of "H" Street. Officer Winkle subsequently learned from EPD dispatch that the truck he had followed was indeed stolen. The driver of the truck began to exit and Officer Winkle ordered him to stop at gun point. Officer Winkle called for Code 3 backup as the driver re-entered the vehicle. This is when things got interesting.

The driver revved the vehicle's engine to a high R.P.M. and placed the vehicle in reverse, breaking traction and colliding with Officer Winkle's patrol vehicle in an attempt to escape. Officer Winkle was standing between his driver's side door and the vehicle at the time of the collision. The driver then placed the vehicle in drive and sped forward attempting to create an escape path, colliding into a fence, and shrubbery. The vehicle became high centered and disabled at this point. The driver then fled from the vehicle through the passenger side door.



Officers from our agency along with the California Highway Patrol and the Humboldt County Sheriff's Department responded to the vicinity and set up a perimeter. With the assistance of **some local residents** the suspect was quickly taken into custody. The suspect was identified as William COMBS and was booked at the Humboldt County Correctional Facility for violations consisting of felony assault on a Peace Officer, vehicle theft, possession of stolen property, resisting a Police Officer, and wait for it.....possession of methamphetamine.

Officer Winkle's patrol vehicle suffered minor damage but he was not injured as a result of the incident



William Combs

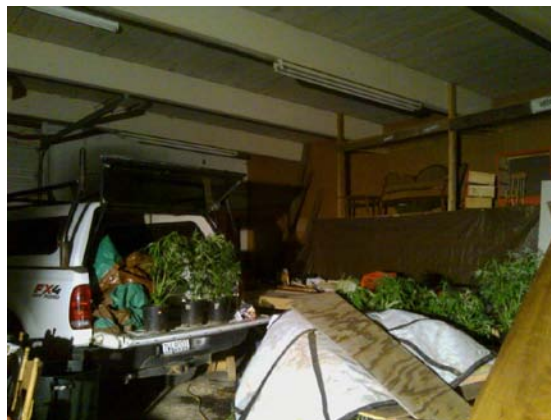
REPORTED FIRE LEADS TO MARIJUANA GROW

On April 19th at about 9:09 PM, the Eureka Fire Department (EFD) responded to a reported warehouse structure fire on the 1800 block of 3rd Street after a power box on the side of the building caught fire.

Upon arrival, EFD discovered the main power box on the southwest corner of the building had ignited, scorching the side of the building and melting the meter. Dirt and grass had been thrown on the power box in an apparent attempt by someone to put out the fire. The warehouse's front door was ajar and upon the entering the building, EFD personnel discovered a large marijuana growing operation inside. Additionally, the suspect(s) had left a white Ford F350 Super Duty pick-up truck with a dog inside parked in the warehouse. It appeared the suspect(s) had fled the building just before EFD's arrival.

EPD officers searched the scene for a suspect with negative results and subsequently secured the scene calling out Problem Oriented Policing Unit (POP) personnel to take over the pending investigation and to obtain a search warrant.

Seized, after obtaining a search warrant, was a total of 814 marijuana plants, ranging in size from approximately 6" – 4' tall (115.5 pounds bulk weight of "wet weed"). The marijuana crops had been divided into 3 separate rooms serviced by a total of 28 operational 1000 watt (estimated) grow lights. It appeared the power box had likely been overloaded by the excessive, jury-rigged electrical wiring used to power the grow – see below photos.



“ROUTINE” CALLS FOR SERVICE?

The following two Calls for service are just a small sample of what Law Enforcement Officers encounter while on “routine” patrol in the City of Eureka. Although these two did not transpire on the same day, similar incidents have and do on a regular basis.

GRAND THEFT AUTO! MORE THAN JUST A VIDEO GAME!

On May 13, 2011 at approximately 11:34 p.m., a citizen reported that he had just observed his mother’s vehicle, that he had reported stolen earlier in the week, being driven near his residence at the 1700 block of “G” Street. The citizen reported watching the vehicle continue southbound on “G” Street. Officers responded to the vicinity from various locations in an attempt to locate the vehicle. (A report of an occupied stolen vehicle is a high priority response since the “thief” is in control of a multi-thousand pound weapon that can be used against the Officers). After searching the immediate vicinity, Officers were unable to locate the stolen vehicle and thus, expanded the search to include various avenues that are often used to leave the City.

Approximately 45 minutes later, an Officer checking the vicinity of Union Street near the City/County line, observed the stolen vehicle traveling southbound on Union Street at a high rate of speed. The Officer broadcasted his observations to Dispatch and immediately attempted to catch up to the vehicle and initiate a traffic enforcement stop. (A stop of this nature requires multiple Officers to ensure maximum safety to **all** involved in what is known as a “Felony Car Stop” or a “Hot Stop”). Several officers responded to assist, however, most were responding from extended distances since they too had been looking for the vehicle throughout the City. The Watch Commander requested, via Dispatch, an “agency assist” from the Humboldt County Sheriff’s Office and from the California Highway Patrol. Both agencies sent personnel to assist. Before the Officer could catch up to the stolen vehicle, he broadcasted that the driver of the vehicle had attempted to make a high speed turn westbound onto Sea avenue and had ended up losing control and landed in a water filled drainage ditch. The Officer immediately positioned his vehicle at a position of advantage behind the suspect vehicle, illuminated it with spotlights, commanded all occupants to stay in the vehicle and to hold their hands outside the vehicle and awaited the arrival of additional Officers.

He was soon joined by EPD Officers and HCSO Deputies. With enough Officers on scene, the Felony Car Stop was initiated and all three occupants were ordered out of the stolen vehicle, which was now submerged in approximately three feet of brackish water and mud. The two adults (Robert Snow & Jamie Ladd) and one juvenile were all arrested and transported to the appropriate agency. The vehicle was recovered and towed from the scene as a totaled mess. The owner was contacted and advised of his vehicle’s condition and current whereabouts.



IF YOU RUN YOU'LL JUST GO TO JAIL TIRED! AND BITTEN!

On June 10, 2011 at approximately 2148 hours, a citizen reported that a known "Wanted Parolee at Large", also known as a "PAL", was in the vicinity of the 3400 block of "F" Street. This was not the first time that this citizen had reported this individual being at this location; however, the PAL had managed to elude capture up to this point. This particular PAL (identified as Charles Kesselring) had a history of violence and weapons possession, as well as "always running." Officers responded from various locations and converged on the vicinity. A K9 Officer and his partner took up a position in the alley to the rear of the residence, while Officers went to the front. Within minutes, the K9 Officer broadcasted that he was out with the PAL in the alley. Within seconds the Officer broadcasted the suspect was fleeing northbound through the alley. An Officer who had staged in his vehicle a short distance away, responded with the Mobile Audio Video system in his vehicle activated and entered the alley in time to witness the K9 apprehending the suspect and taking him to the ground. Most of the apprehension and arrest was captured on video. The Officers were able to place the suspect into handcuffs and the K9 was removed from him all in under two minutes.

The suspect was transported to St. Joseph Hospital for treatment and evaluation of any injuries sustained as a result of having been bitten by the K9. He was subsequently "cleared for booking" and transported to the Humboldt County Correctional Facility. **While being transported, the suspect admitted to the Officer that he did in fact have a firearm on prior occasions and that if he had had it on this occasion, he would have not hesitated to use it against the Officers.**

All in all, a fine example of a coordinated effort by all involved. The bad guys went to jail and the Officers continued their "routine" day on patrol in the City of Eureka!



- Sergeant Rodrigo Sanchez

K9 Unit:

This past quarter has been a resounding success for the Eureka K9 Teams. We've welcomed our newest team, Handler Ed Wilson and his partner, Maggie. They "smoked" their California State Narcotics Canine Association certification, and haven't looked back since. Their second day on the job, Maggie alerted to some heroin on a traffic stop. Last month they were instrumental in assisting the D.E.A. with an investigation on a suspected marijuana exporter. Maggie's detection work netted **495lbs of processed and packaged marijuana**, bound for the east coast and then overseas, as well as the seizure of **\$370,000.00 in cash**.....at last count!!!! They've also had several assists with the POP unit, primarily in the detection of Heroin. Watch out for this team as they gain experience.

From the patrol dog side of the bench, we had some impressive statistics:

- 171 Deployments**
- 37 Felony or wanted parolee arrests**
- 5 Physical apprehensions – where the suspect was bitten as a result of their active resistance.**
- 7 Public or special interest group demonstrations**
- 5 Items of recovered evidence**

Again, these impressive statistics don't include the narcotic team's deployments and seizures.



Officer Ed Wilson and K9 Maggie

Certified as a team on 04-22-2011

5-18-2011 – Alerted on a FEDEX parcel that contained 5lbs of processed Marijuana Bud with an estimated value of \$20,000.00

5-30-2011 – Alerted on 1/8 ounce of marijuana concealed in an athletic shoe in the trunk of the target vehicle

6-7-2011 - Alerted on the bed of a GMC pickup which resulted in the discovery of 255 lbs of processed Marijuana in vacuum sealed plastic inside canvas bags, and covered with a think plastic tarp. Subsequent search warrant seized an additional 247 lbs of processed Marijuana bud packaged in the same fashion. Assets in excess of \$350,000.00 in cash were forfeited by the suspects in this case as a result of Maggie's alert. This was a Federal case.

6-9-2011 – Alerted on 55 individually packaged pieces of Heroin packaged for sale (Approx 3 grams) in a jacket pocket in a closet among numerous other articles of clothing. POP case.

6-14-2011 – Alerted on 4.8 grams of crystal meth packaged for sale with a syringe containing 23 units of Heroin concealed in a hidden compartment of an antique chair. This was a search warrant assist to POP.

6-28-2011 – Alerted on a useable amount of tar Heroin on a scale concealed in the passenger door arm rest of the suspect vehicle. During a room search related to the same case, Maggie alerted a large amount of Heroin covered packaging that was concealed under about a foot deep of dirty clothing. She also alerted on a cigar box that contained less than an ounce of Marijuana shake. This was a POP search warrant.

Maggie had a total of fifteen (15) deployments from 04-22 to date. Of those 15, two were call-outs for patrol with the majority for POP and DTF.

Special Training:

FEMA TRAINING IN ALABAMA

Due to recent retirements at the Humboldt County Sheriff's Department and the upswing in protests in Eureka and surrounding jurisdictions, Humboldt county law enforcement found itself lacking any certified "lock down device" extraction personnel. To remedy this situation, Sergeants Guy, Reyna-Sanchez, and I found ourselves traveling to Anniston, Alabama to the Federal Emergency Management Agency (FEMA) training facility.



On June 19th, after a 3 hour drive to Redding, California, 14 hours of air travel (including lay-overs), and a 90 minute bus ride from Atlanta, Georgia to Anniston, Alabama, we were ready for a good night sleep. However, that was not in store for us. We were quickly brought into a large class room for registration and orientation. After filling out numerous forms, we were given maps and advised of our living arrangements for the next few days.

The training facility (formally US Army Fort McClellan) is made up of a "barracks" style living quarters, a "mess" hall which supplied our meals, numerous buildings used for instruction, and transportation was provided by means of bus. After class hours entertainment consisted of either a half hour road trip into Anniston or Jacksonville, Alabama or a small pub on base.

After orientation we gathered up our luggage and found our way to our rooms. The accommodations were nice, however I found it a little uncomfortable to find that there was one adjoining bathroom for every two students. This situation became more uneasy when I discovered that there was no way of locking your neighbors access to the bathroom, while it was in use.

Using the inspiration of being on a military base, I improvised, I adapted, and I overcame. Finding a small door wedge in the hallway, which was used to prop open the stairwell door, I quickly found if I placed it under my neighbor's bathroom door when I was using the



bathroom, I had a “makeshift” lock. This made my stay much more comfortable.

Our first school day began at 6 am for breakfast in the “mess hall”. Then over to a bus that transported us to class at 6:40 am (exactly). The instructors were made up of Law Enforcement officials from Boston Police Department, Seattle Police Department, Washington DC Police, and several Alabama agencies. Day one focused on topics including, Constitutional Law, Use of Force, Case law, tactical planning and considerations, Civil Disabediance history and trends, and an introduction to protest devices. This class work took up the entire morning, then after a quick lunch it was out to the “hands on” training site.

At this location we began a familiarization with the tools section of instruction, with the tools we would be using during this course. These tools ranged from a simple hacksaw to power tools to 60 pound jack hammers. Each student was given an opprotunity to handle and manipulate each tool.

At the end of class, we were advised that the “easy” part was now over, the physical labor would begin tomorrow. We were also advised that much like a real army base, each day would begin at the same time and the bus, class, and meal schedules were “to the minute”. This became obvious as I watched the bus driver stare at the clock on the bus for it to strike 4:30 exactly, before he would start the bus and drive us back to our barracks. Don’t get me wrong, I am fine with a strict schedule, but sitting in a small bus with 25 other students in 92 degree Alabama humidity, I would have been better with the bus actually idling, so that the Air Conditioning could be running.

After a meal at the “mess” hall and a visit to the pub, it was lights out and a good nights sleep before seeing what the next day would have in store.

Day two began much as day one did, early breakfast and the “punctual” bus ride ending at the training site. We were divided into “teams” for the remainder of our time in this training class. The instructors made great efforts to keep agencies together, as to allow us to train together, since we will be working as a “team” when we returned to our own agencies. Our team was made up of our agency, two members of the Sacramento Police Department, and three deputies from Florida.

The entire day was spent learning the ins and outs of each common and uncommon device that FEMA could throw at us. Our mission was to defeat each device safely and efficiently. This not only proved to be challenging on its own, but adding the extreme heat and humidity, coupled with “forced” breaks, due to sudden lightning storms, the day was quite difficult. By the days end, we were worn out and ready for a meal and some sleep.



The third day was test day. Once again it was a quick breakfast and off to the training site. We were given some quick instruction on what was in store and what we were expected to do during our “practical” final. Once we were briefed, we were presented with nine separate devices to defeat. The devices increased in their complexity and size, concluding with an 1800 pound concrete filled barrel containing a lockdown sleeve.

The practical final was quite labor intensive and took hours, however the challenge and the fact that you were racing against the other teams, made the time go by fast. In the end, our team finished first by over 20 minutes.

Once the practical final was concluded, it was off to the classroom for a written examination covering the classroom lecture from day one. Sergeants Guy, Reyna-Sanchez, and I passed this test with flying colors and received our certificates of course completion. We were then transported back to the barracks.

After a celebratory drink at the pub, a good night sleep, and a quick breakfast, it was off to the airport for our 20 hours of various means of transport back to Eureka.

All in all, I found this training to be exceptional and will assist the Eureka Police Department in dealing with the challenges faced by your police department, when performing our duties of protecting the civil rights of **ALL** citizens during protests and civil disobedience events.

- By Sgt. Patrick O'Neill

On a Personal Level:

EMPLOYEES HELPING OUT IN TIME OF NEED – A SIMPLE THANKS

During June, Officer Louis Altic's young son suffered a traumatic head injury and was subsequently life flighted to the University of San Francisco Medical Center. Officer Altic has a large family subsisting, for the most part, on a single income. EPOA, individual Dept. members, Humboldt County Deputy Sheriff's Association, and Eureka Fire Department personnel all donated funds and/or personally assisted the family and their son during this time of need. Officer Altic's son is now back at home doing very well in his recovery.

This story exemplifies the tight knit bonds shared not only amongst policemen, but among our larger family within the City of Eureka.

Our heartfelt thanks goes out to EFD, HCDSA, and all the other people who helped out our partner and his family during his time of need so that he could concentrate on the really important things – his son and family.

THE GREEN BELTS ARE CONTINUING TO BE USED AS “KOA's” FOR THE HOMELESS!

This is not a new story just one that needs repeating. The green belts in Eureka continue to be used, abused, trashed and decimated by the **ILLEGAL CAMPING** that goes unseen to most. EPD has been working to address the complaints and concerns from the Community and the Council concerning these issues. One area of focus lately has been the green belt between the Foot of Truesdale and Hilfiker.

The damage caused by these individuals is incredible. If you or I want to build on our property, do updates to our residences, or cut a tree, we have to have a permit. Business that want to come to our City and clean up areas and build and provide jobs and just better our community

have to deal with environmental groups and tons of red tape for the impact of their contributions. Where are these environmental groups when it comes to Illegal Camping? These individuals are cutting trees, destroying/burning native grasses, and dumping waste of all kinds in protected marsh areas. Why isn't anyone up in arms about this destruction?

I've been with EPD for over 12 years and from day one this was pointed out to me as an issue. We deal with these camps as we find them. We warn them, we cite them for the Eureka Municipal Code violations, we drive them from one area to another, we arrest them at times and we have spent many hours actually collecting and destroying trash and belongings left behind in these green belts.

I don't have a permanent solution to this problem, but let me tell you this problem is becoming more and more dangerous for us all. We have seized numerous weapons from these camps, swords, spears, knives, and even a "potato gun" that was set up like a defensive weapon on a perimeter. Most of these camps have aggressive dogs, some that have had to be pepper sprayed by Officers to keep from getting bit. It's just a matter of time before an Officer is going to have to use a higher level of force to protect themselves from these aggressive animals. These camps are being used more and more by the criminal element of our community. We are consistently arresting warrant suspects and wanted parolees who have sought refuge in the "bush."

This is an issue that if we don't aggressively address, sooner than later, we will be so far behind the curve that the fight to get these situations under control will take months if not years. Until then we will continue to address the complaints as they come in and proactively address areas as time and resources become available. A long term solution is needed, "IDEAS ANYONE?"



- By Sgt. Brian Stephens



Photo to the left: Yes, this is a pick type axe that is stuck in a tree in a marsh area that was cut down to make room for a tent!!!

Major Cases:

During the time frame of this quarterly report, the Criminal Investigations Section either initiated or provided follow up investigations on over 50 felony cases.

CIS also reviewed and investigated over 60 cross reports forwarded by either Adult Protective Services or Child Welfare Service.

The following is a summary of some of the larger cases handled:

Case Number 3C11-3153:

On 4-28-2011 at about 1:07 am, officers were dispatched to the 1700 block of G Street for a report of a naked man bleeding from the neck. Responding officers discovered the subject had been stabbed and slashed and needed emergency transport to the hospital emergency room. The officers followed a significant blood trail which led to a witness and the crime scene.

As a result of the investigation, Officers detained Larry Arndt as a possible suspect and called for an investigator to respond. Arndt was soon arrested for attempted murder. The victim had his throat cut and was stabbed several times in the mid section, however is expected to make a complete recovery.



Case Number 3C11-3194:

On 04-29-2011 at about 9:38 PM, Officers of the Eureka Police Department responded to a reported armed robbery that had just occurred at the 1100 block of Myrtle Avenue in Eureka.

Upon Officers arrival, they were told by the clerk that a subject had approached the check-out counter with an item, appearing to be making a purchase. While the clerk was conducting the transaction, the subject handed her a robbery note and also displayed a handgun in the waistband of his pants. The clerk turned over the money from the cash register and the subject fled. The clerk was able to provide good detailed description of the subject, including distinctive physical traits.

Based on the clerk's description, Officers associated the description with a subject they had encountered earlier in the week at a nearby residence. A photo line-up was prepared and shown to the clerk. The clerk was able to make a identification.

On 4-30-2011 at about 3:30 PM, a high risk search warrant and arrest warrant were served at the suspect's residence, which is located at the 1200 block of West Avenue in Eureka. The suspect was at home and taken into custody without incident. A search of the residence led to the seizure of numerous items constant with the robbery, including a pellet gun which closely matched the weapon described by the clerk.



The subject, identified as Daniel Cortez 25 years old of Eureka, was booked into the Humboldt County Correctional Facility on robbery charges. He is being held on \$50,000 bail.

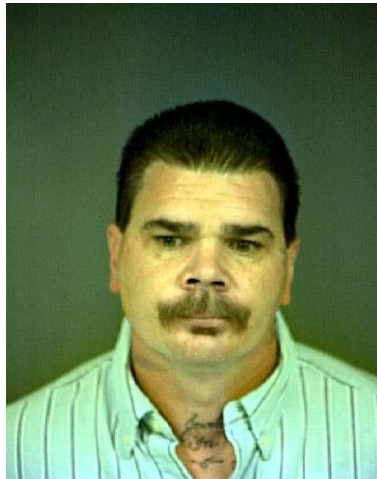
Case Number 3C02-3451:

On 5-18-2011, at about 10:45 am, investigators for the Eureka Police Department and the California Bureau of Investigation and Intelligence (BII) out of the Redding office, arrested 42 years old Eureka resident, Joseph Eugene Miller (aka HINDS), for the murder of Beverly Jacob.

On 4-22- 2002, Beverly Jean Jacob, a 46-year-old female, was discovered murdered in her Eureka home. Based upon the initial investigation by the Eureka Police Department, it was believed that Jacob had been killed approximately three weeks earlier. The cause of death was ruled as homicide, "death by the hands of another". EPD investigators developed several leads as well as suspects, but lacked probable cause for an arrest.

In 2007, a criminalist from the Department of Justice Bureau of Forensic Services (BFS) obtained a DNA "cold hit" on an item of clothing worn by Jacob at the time of her death. The DNA on Jacob's clothing was determined to be that of Miller's, who was one of the original suspects. Shortly after receiving this information from the BFS, EPD contacted the Bureau of Investigation and Intelligence (BII) for their assistance with the investigation. A comprehensive investigation was conducted by the BII and EPD.

In early May 2011, the Humboldt County District Attorney's Office filed a criminal complaint against MILLER for murder and a warrant for his arrest was issued. On May 18, 2011, a BII special agent and an EPD investigator arrested MILLER without incident. He was booked into the Humboldt County Jail and his bail is set at \$1,000,000.



Joseph Eugene Miller

Case Number 3C11-4393:

On 5-31-2011, Officers of the Eureka Police Department were dispatched to the 2400 block of Chester Street in Eureka for a reported burglary. Officers were advised by the victim that sometime during the week while the residents were out of town, unknown subjects had entered the residence and stole several thousand dollars in antiques. Also taken during the burglary was the victim's vehicle, which had been in the garage of the residence.

While officers were taking the report and processing the crime scene for trace evidence, the surrounding area was searched for the vehicle. The vehicle was soon found abandoned on Montgomery Street in Eureka. The vehicle was processed and released back to the victim.

Soon after the burglary, descriptive lists of the stolen property were distributed to the local pawn and antique stores.

On 6-15-2011 at about 5:19 pm, Officers were dispatched to the 500 block of Fifth Street, to a suspicious subject attempting to sell suspected stolen property at a local antique store. The store owner had called to report that a subject was attempting to sell items closely matching that of items taken in the burglary on 5-31-2011.

Officers arrived on scene and contacted the subject, identified as Justin Allen Gibney (27 years old of Eureka).

After being contacted by Officers, Gibney attempted to flee on foot. A short foot pursuit was initiated, but Gibney was quickly taken into custody with the use of the Police K-9 (Jimmy). Gibney suffered minor dog bite injuries as a result of his flight.

Gibney was interviewed by Detectives and then booked into the Humboldt County Correctional Facility on charges of possession of stolen property, resisting arrest, and possession of drug paraphernalia. Gibney was held on \$25,000 bail.

Upon checking with the HCCF on the morning of 6-16-2011, Gibney had posted bail and was released from custody.



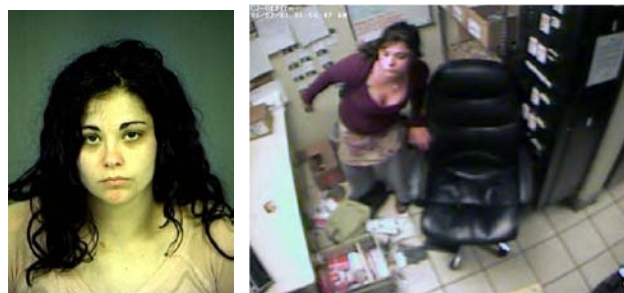
Case Number 3C11-4171:

On 6-7-11 at about 2:00 am, Eureka Police Officer's responded to a general burglar alarm activation at Quizno's Restaurant on 5th Street. They found no point of entry. While investigating, officers found the glass broken out of the 5th Street entrance door to Starbucks. The glass breakage was big enough to allow a human to make entry. Officers investigated and discovered that Starbucks had been burglarized.

A manager for Starbucks arrived and was able to replay the surveillance video. The video showed a young woman enter into Starbucks and ransack the store. The woman took numerous items of property.

The following evening, the manager told investigating officer that a citizen informant said that Alicia Wilbur was the suspect. Investigating officers compared photographs of Wilbur to the surveillance photos and made a positive identification.

On 6-28-11, Wilbur was arrested based on probable cause. A search warrant was served at Wilbur's living address and stolen property was recovered.



CIS/Evidence Section:

During this quarter, CIS/Evidence processed numerous vehicles, residences and cellular phones, along with numerous crime scenes.

The evidence developed from this processing has been critical to the prosecution of several felony investigations.

Missing Persons / Runaway Juveniles:

The Missing Person/Runaway Juvenile Desk has received 80 new reports this quarter. This is down from the previous year by approximately 50 reports. Thirteen juveniles have been cited for W&I 601 and there are 7 open cases.

A case of note was in regards to a woman being reported missing by her family in May, after they found her house had been broken into and boxes that she had packed had been gone through. It had been a year since the family had last heard from her. A check of national databases helped in locating her within three weeks. She was located alive and well in Oregon where she had relocated and was working.

Personnel:

During this quarter, the Criminal Investigations Section's (CIS) has been operating at minimum staffing. This was due to the promotion of Detective Michael Guy to the rank of Sergeant. The position he held has yet to be filled due to department wide staffing shortages. However, this vacancy was temporarily alleviated by "light-duty" officers, who assisted with CIS's heavy caseload, while they healed from injuries.

Training:

During this quarter, Criminal Investigations personnel attended training in tactics, legal update, photography, missing persons, and firearms investigations.

Purchases:

During this quarter, the Criminal Investigations Section purchased compact Motorola two-way radios for its personnel. These units are not only pivotal for the Detective's safety during field operations, but their compact size allows detectives to more easily conceal their equipment during surveillance situations.



Traffic:

During this Quarter the Eureka Police Department took 188 traffic collision reports. These reports ranged from non injury to fatal injuries. 70 people were injured and 2 people were killed as the result of traffic collisions in Eureka. The two people that were killed were pedestrians. During the investigation the pedestrians that received the fatal injuries were found to be at fault. Officers responded to numerous non injury / minor damage traffic collisions during this quarter where no police report was taken.



The driver of a Toyota Tundra lost control of the vehicle and struck the fire hydrant. There were no injuries.

<u>Traffic Analysis Summary</u>	<u>This Quarter</u>	<u>Last Quarter</u>
Total Collisions	188	171
Fatal Collisions	2	0
Injury Collisions	51	50
DUI Collisions	10	13
Bicycle Collisions	5	8
Pedestrian Collisions	8	8

Areas Of Concern

This quarter the majority of collisions were in and around the following areas:

Broadway between Henderson and Vigo streets

6th @ "H" street

7th @ "H" street

6th @ "I" street

7th @ "I" street

"H" @ Harris street

Office of Traffic Safety S.T.E.P Grant (Selective Traffic Enforcement Program)

The City of Eureka was awarded \$87,216 from the California Office of Traffic Safety. The grant provides funding for overtime patrols as listed below, (4) moveable Radar Reader Boards, and funding to attend specific traffic related training classes.

Officers conducted numerous overtime patrols.

17 Red Light Enforcement Patrols = 167 traffic stops, 115 citations issued

9 Speed Enforcements Patrols = 69 traffic stops, 46 citations issued

9 Intersection Patrols = 76 traffic stops, 46 citations issued

9 DUI patrols = 79 traffic stops, 10 DUI's arrested, 3 felony warrant arrests, 1 felony drug arrest.

1 DUI Checkpoint = 363 vehicles screened, 9 field sobriety tests given



This collision occurred when a bicyclist who was riding this bike (that had no brakes) rode out from an alley onto the street before checking to see if it was clear. The bicyclist sustained a broken leg. The front license plate of the car became lodged in the back wheel of the bike.

Total Number of Citations Written

<u>This Quarter</u>	<u>Last Quarter</u>
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891

936

Total DUI Arrests

<u>This Quarter</u>	<u>Last Quarter</u>
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92

107

Communications:

April 11th -16th was National Telecommunications Week, dedicated to honoring the women and men who serve as Public Safety Communicators. Every year during National Telecommunications Week, one of the Humboldt County communications centers host a "Dispatch Appreciation Dinner" inviting all the Humboldt County Dispatchers and those involved with dispatch to attend. Among the attendees were the Humboldt County Sheriff's Office Dispatchers, Arcata Police Department Dispatchers, Cal Fire Dispatchers, Fortuna Police Department Dispatchers, California Highway Patrol Dispatchers, City Ambulance Dispatchers and members of each agencies Command and Administrative staff including City Manager Dave Tyson. This year the Dispatch Appreciation Dinner was hosted by the Eureka Police and Fire Department Dispatch Center; all of the Eureka Police and Fire dispatchers, as well as members of the Police Department and Fire Department participated in the planning, set-up, and management of the dinner, which was held at the Elk's Lodge. Several local businesses County wide donated items for a gift raffle and gift bags which were given out to each dispatcher to honor their service to the Community, Police Officers, Firefighters and Paramedics. The Eureka Police and Fire dispatchers were grateful to have the opportunity to participate in this event and to all those who attended and assisted in making the night a success.

Each year a Dispatcher is recognized at the Dispatch Appreciation Dinner as the Eureka Police and Fire Department's Dispatcher of the Year. The Dispatcher of the Year is nominated by their peers for their dedication to the Communications Center, Department and pursuit of excellence in their position. This years Dispatcher of the Year is Brittany Wilson. Brittany was nominated by her peers for; her participation in improving the continual training in the Communications Center by creating the biweekly training, for showing exemplary dedication to the Communications Center during times of staffing shortages, for always going above and beyond to make sure new and seasoned employees feel comfortable in all that they do, for the positive atmosphere she creates in the Communications Center and for her overall dedication to her position as a Public Safety Dispatcher. Congratulations to Brittany Wilson!

Training:

Katie Kime attended the 3 hour Code Red workshop on May 10th, 2011.

Michelle Reyna-Sanchez attended the 3 hour Retaliation in the Workplace workshop on May 10th, 2011.

Michelle Reyna-Sanchez attended the 3 hour Drugs and Alcohol in the Workplace workshop on May 11th, 2011.

Jenifer Braud, Jennifer Dennison, Karina Gianola, Jennelle Miller, Amanda Nichols and Brittany Wilson attended the 3 hour Workplace Harassment Training on May 25th and 26th, 2011.

Traci Gouthier successfully completed the National Academies of Emergency Dispatch continuing education quiz on June 9th, 2011.

Jennelle Miller and Amanda Nichols successfully completed two National Academies of Emergency Dispatch continuing education quizzes on June 29th, 2011.

Notable Calls:

Newspaper headlines and the stories they contain in the world of public safety typically center on "newsworthy" items; criminals being captured, structure fires, high speed vehicle pursuits and the like. Rarely though is there an appropriate venue to share actions by public safety personnel demonstrating ways they choose to make a difference in the life of a fellow citizen. Here is a recent collection of such stories:

- A female phoned to ask for help because she took an intoxicated friend home from a BBQ and while carrying her friend to her car, lost her favorite bracelet. While it wasn't valuable, it was sentimental and she

asked if an officer would be able to drive to her house and see if it was somewhere on the ground before it was picked up or run over. An officer was sent and able to return the item to her the following day.

- A concerned father phoned from another state saying his 19 year old son was stranded in front of a gas station in Eureka after being misled by the proprietor of a large-scale illegal marijuana growing operation and had no where safe to stay for the night. After speaking with the father and son, the officer was able to assist the young man get a safe hotel room for the night which his father had been unable to successfully do over the phone. The hotel even arranged to transport the young man to the airport so he could return home the next day.
- A female who lives in a local motel had her door kicked in and the landlord was reluctant to make the necessary repairs leaving this woman's property vulnerable. An officer made several phone calls to the landlord to encourage him to handle the situation properly and went out to the motel in between other calls for service to assist in making temporary repairs.
- A dispatcher received a phone call from a teenage male upset that his mother was unable to take him to purchase a needed book for a class at school. The mother said the family could not afford the purchase and that he would have to do without. Recognizing the boy was an exceptional student and the book would help him with his future college ambitions, the dispatcher and her work partner purchased the item and had the School Resource Officer deliver it to him at the start of the following school day.

Each of the recipients of these acts made statements that their impression of public safety had changed for the better because of the interaction with the individual from Eureka Police who assisted them. To the bystander these situations in and of themselves may not "exceptional" or newsworthy but to those whose lives were impacted for the better they are examples of the ways the City's public servants look for ways to make a difference in the lives of those they serve.

DID YOU KNOW?

Every day dispatchers take calls from people seeking medical assistance, we use the Emergency Medical Dispatch (EMD) Cards as the life giving instructional that they were created to be. Perhaps because we give instructions everyday to certain types of calls it has become second nature for a dispatcher to sense when something may not be quite right within ourselves; our knowledge and use of the cards could be a blessing or perhaps a prelude to hypochondria, whatever outlook you choose the statistics do not lie and it would be beneficial for all of us in the public safety line of work to be able to recognize the signs that our body sometimes sends.

Did you know the seven most common heart attack symptoms among women are as follows?

1. Chest pain, discomfort, pressure, or squeezing
2. Shortness of Breath
3. Nausea
4. Unusual upper body pain, or discomfort in one or both arms, back, shoulder, neck, jaw, or upper part of the stomach
5. Unusual fatigue
6. Breaking out in a cold sweat (no period of "hot" before the sweats that is common with hot flashes)

While the above symptoms could be signs of many different ailments that do not end in a heart attack it is important to be at least somewhat aware of the signs. Per EMD "A patient over the age of 35 with chest pain is considered a heart attack patient until proven otherwise", another interesting fact is the EMD Second law of Chest Pain which states: ***"A little chest pain may be as bad as a lot"***

Per EMD patient denial can lead to the following symptoms not being recognized as a heart attack:

Aching pain
Chest pain (now gone)
Constricting band
Crushing heaviness
Numbness
Pressure
Tightness

*While these symptoms are most common in the chest, they may **also or only** be present in the **arm(S), jaw, neck, or upper back**.*

According to a congressional report dated 02/23/2003 “ Heart attack and strokes are one of the greatest threats to public safety officers, especially firefighters. In fact, almost half of all firefighter deaths are due to heart attacks and strokes”

So what does all of this mean for you? It simply means know your body and your limits while the nature of our jobs’ means the constant taking care of others remember that it’s equally important to take some time to take care of you: So go ahead and heed the advice we already know; Drink the water instead of the soda, eat the fruit instead of the pie, exercise regularly but I think you should also go to the zoo and make monkey noises at the primates, imagine yourself as Captain Jack Sparrow and your family as your crew, or even perform magic tricks to impress your friends, whatever it is that makes you happy! I promise that if I run into you in your Elvis costume; I won’t tell....

Senior Dispatcher Traci Gouthier

ECATS- Emergency Call Tracking System:

The Communication Center uses the ECATS to run 911 call tracking reports for the number of calls our PSAP (Public Safety Answering Point) receives, the duration of those calls along with how our PSAP call volume compares to others in our jurisdiction by obtaining real-time call statistics from other PSAP in our jurisdiction.

Below are the April, May and June statistics for 911 calls that each PSAP in Humboldt County received.

Arcata Police- 1,304

California Highway Patrol- 11,455

*CHP Humboldt PSAP answers 911 calls from the California/Oregon border to Willits.

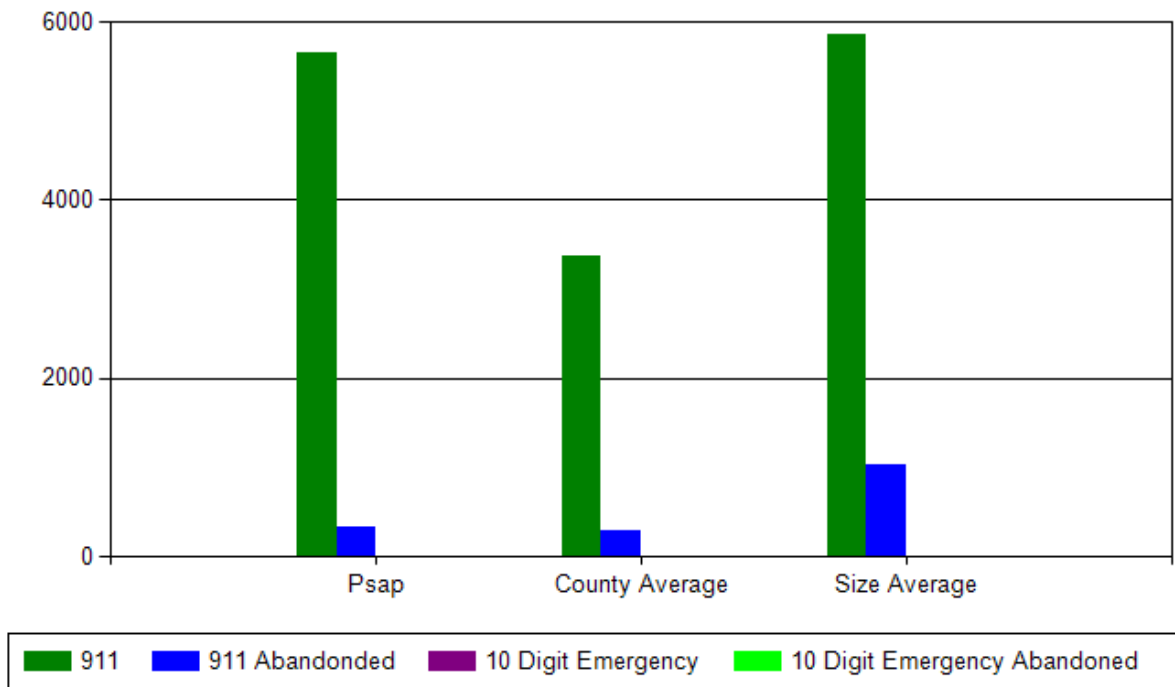
Eureka Police and Fire- 5,986

Fortuna Police- 1,196

Humboldt County Sheriff’s Office- 4,151

911 calls to Eureka Police and Fire PSAP compared to the County average and other agencies the same size as Eureka Police and Fire PSAP- April, May, June

Call Summary



RECORDS SECTION

With the fiscal year ended many requests had been filled for various questions pertaining to revenues especially in the Parking Section.

The statistical records requests were many this fiscal year!

Records has had a consistently busy quarter for record subpoenas as well as Pitchess motions. We have worked well with the appointed City Attorneys during this time period.

A year anniversary passed now with our new collection agency, Sequoia Financial Services, who is now contracted with the Parking Section. We are happy to work with them and it's apparent they are very professional with their contacts. They are making a positive difference!



PROPERTY SECTION

Property received items for 743 cases this past quarter and purged/closed-out the property for 351 cases, including 40 safekeeping cases. PSO Owsley has assisted in the safekeeping property disposal utilizing the process that Terry Christensen, Police Property Coordinator, set up. Below is educational information of the process of handling the safekeeping property.

One area of focus this quarter has been to purge the cases/property held for safekeeping to provide some much needed storage space. As you know when a subject is arrested personal property is often taken by the officer for safekeeping. As stated on the Field Property Receipt, pursuant to California Civil Code Section 2080.10, the agency is required to hold the property for a period of no less than 60 days. It is the owner's responsibility to pick up their property or if they remain incarcerated to make arrangements for a third party to do so by supplying the agency with proper authorization within 60 days.

Property taken for safekeeping is always held far beyond the 60 days, due to the time constraints of property personnel. Their first priority is the processing of the property items held as Evidence.

A Safekeeping Property/Case Review form was created to ensure the integrity and consistent handling of safekeeping property/cases for disposition. To complete the form the following questions must be addressed:

- 1) Has the property been held for at least 60 days?
- 2) Was the arrested subject provided with a Field Property Receipt?
- 3) Did the arrestee sign the FPR or was it left at the HCCF with their other personal property items?
- 4) Does research of the data system show other contacts with this subject since the date of the arrest indicating that the owner has been released and therefore has had the opportunity to collect their safekeeping property items?
- 5) If the arrested subject did not receive a FPR is there a valid/current address where notification can be sent? When the owners of safekeeping property are transients notification after the fact is a challenge.
- 6) Are there any notations on the property booking stating that the owner has called or has sent a letter in reference to the property, perhaps asking for the agency to hold the property until the owner is released?

Once the questionnaire has been completed it is forwarded for review and a final determination. If our obligations have satisfactorily been met the form is signed off and property personnel proceed with the disposal. The Safekeeping Property/Case Review form is submitted for inclusion to the report when the disposition of the property items is recorded.

Clearing out safekeeping property assists in maintaining needed space in the property annex.

With the elevator repaired, Property was able to clear over 70 bicycles thus making future storage space at the fish plant. Property also participated in the Property Room pick-up of unclaimed miscellaneous items for auction this quarter. Several cases involving firearms and drugs have been cleared with items slated for disposal. EPD will be responsible for the expenses this year for the joint EPD/HC DTF (Eureka Police Department/Humboldt County Drug Task Force) Covanta drug and firearms disposal. Property choose to delay the disposal date with the expectation that additional cases/property will be cleared for disposal later in the year.

VOLUNTEERS

The Eureka Volunteer Patrol and other volunteers were busy again this quarter totaling --- hours of service to the community. The Volunteer Patrol consists of 8 members who eave average approximately --- hours per month of service. In this quarter, they covered ---- miles, performed --- vacations checks and responded to --- residential requests for extra patrol.

Our Volunteer Reserve Officer Mike Stephen, a full time state Parole agent, logged in 135 volunteer hours this quarter performing background investigations, assists in Patrol, DUI checkpoints and many areas as requested and is now an advisor for our newly created advisor POST 104.



- To Senior Dispatcher Jennelle Miller from Explorer Post Advisor and School Resource Officer Chris Jenkins, to commend her for the excellent job she did in relating to the kids while teaching them that Dispatchers are the Officer's life line.
- To Volunteer Patrol Member Terry Long from Explorer Post Advisor and School Resource Officer Chris Jenkins to thank him for his training at the CR Range and instructing the Explorers in various areas they might be needed.
- To Officer Cory Crnich from Explorer Post Advisor and School Resource Officer Chris Jenkins to commend him for his participation in training the Explorers at the range and live firing tasers. He kept them focused on his training section and the kids had a great time.
- To Sergeant Bill Nova from Explorer Post Advisor and School Resource Officer Chris Jenkins to commend him for taking his Saturday off and teaching the Explorers weapon safety and familiarization in a classroom setting and on the range. The kids had a high level of excitement to be able to fire the Glock handguns and AR 15 assault rifle.
- Through Police Records Specialist II Christina Laramore from a citizen to Officer Leonard LaFrance, to express how kind and helpful he was at the scene of a traffic collision. He stayed with the elderly victim of the collision the entire time and also returned a chair that was lent to the victim to sit it. His kindness was appreciated.
- To School Resource Officer Chris Jenkins from HROP Instructor Kent Bradshaw to express appreciation for his support and assistance at the roll-playing of high risk vehicle stops in the school parking lot. He has always been more than willing to assist the program and positively influence the youth.
- To POP Officer J D Braud from POP Sergeant Steve Watson, to recognize and commend him for his exceptional efforts. He also expressed appreciation for the quality of the investigative reports written by Officer Braud and underline the importance of a quality investigation as it impacts the DA's office.
- To Sergeant Adam Laird from Deputy District Attorney Stacey Eads to thank him for his positive comments and the resulting outcome in help an individual get the interaction and treatment he needed.
- To POP Sergeant Steve Watson and POP Police Officer J.D. Braud and Detective Sergeant Patrick O'Neill from HCSO Detective Steven Quenell for the assistance they provided in the location and apprehension of a homicide suspect in a Will Creek shooting. They are always willing to offer their assistance and utilize their high degree of professionalism in assist the SO in many cases.

- To Vehicle Abatement Police Services Officer Linda Schwend from Police Chief Garr Nielsen to commend her for her impressive work in the abatement of travel trailers, utility trailers and junk mobiles in Eureka. Her success in working the program has not gone unnoticed.
- To Sergeant Adam Laird from a citizen to commend his excellent handling of a situation involving her daughter, a diagnosed paranoid schizophrenic. His professional, respectful, caring and gentle approach was exactly what was needed to bring the daughter to the realization she needed acute psychiatric care and was able to be transported for the needed help.
- To Officer Travis Anderson from Detective Sergeant Patrick O'Neill to give special recognition to Officer Anderson for his work ethic and efforts, which were above and beyond the normal scope of his duties, in two burglary incidents. His initial report and follow up led to the identification of the suspect in both cases resulting in collection of items of evidence and arrests.
- To Officer Michael Stelzig from Deputy District Attorney Kelly Neil to compliment him on his investigation and report on an incident that was thorough and well written and included videotape and photos. As a result the suspect is engaged in rehabilitate efforts and may end up being one of the few success stories.
- For EVP members Terry Long, Gilbert Long, Jack Hopkins, Gary Swanson and Bob Gish from School Resource Officer Chris Jenkins to thank them for giving up their Friday night in order to assist in Eureka High School Safe and Sober graduation party. Not a single problem developed over the course of the event and everyone had a safe graduation party. All EVP members were wonderful.
- To Officers Andrew Endsley, Travis Anderson, Peter Cress and Travis Braud from Detective Terry Liles, all members of the EPD Crime Suppression Unit, to acknowledge each of their contacts and arrests of several gang members.
- To Officer Andrew Endsley and Reserve Officer Mike Stephen from Sgt. Bill Nova to recognize them for their assessment and assistance when they happened upon a motorcycle traffic collision on their return trip from the Police Officer Memorial Ceremony. Their actions assisted both EMS and CHP personnel to get the injured rider airlifted via life flight to Ukiah.
- To EPD from the Kids from the Boys and Girls Club, a colorful poster worded National Police Week – Thank you Officers.
- To Officer Michael Stelzig from Detective Sergeant Patrick O'Neill to recognize him for his work ethic and efforts, which were above and beyond the normal scope of his duties, in two recent cases. One case involved an older man stalking teens under the age of 14. His investigation and resulting warrant interrupted what would have resulted in a 12 year old female being molested by the predator. In a second incident an investigator was looking for a female with warrants and a stolen computer. By locating her and recovering the computer, the action significantly shortened the work for CIS investigators.
- To Sgt Brian Stephens and Officers John Gordon, Drake Goodale and Justin Winkle from business owner Virginia Del Grande to thank them all and especially for the phone call to say they caught the individual vandalizing her business with graffiti. She said this happens to her all the time but this is the first time an individual was caught. Thank you guys!
- To Sgt. Brian Stephens and Officer Drake Goodale from a senior citizen who alerted her at 4:40 a.m. that her garage door was open, lights were on and her car door was open. She discovered her wallet has been removed from the car. With photos taken when her stolen Renner gas card was used, the person who used it was caught. The knowledge that these two officers took the time to alert her and Officer Goodale's frequent and courteous way of keeping her informed made her feel much safer. Her dog loved him too.

- To Detective Ron Harpham from Gail Holder to commend him for his investigation of a sociopath who killed two beloved pets and had been tried previously for the same crime. Good job on the current case.
- To Officer Amber Cosetti from a Eureka citizen, to commend her for her astute professionalism when she pulled him over on a traffic stop for two violations. She left the impression that she takes pride in her job and serving the citizens of Eureka. He was treated like a human being and she was a pleasure to deal with and a great representative of EPD. He also commended the department as a whole and express appreciation for the wonderful job serving and protecting the streets of Eureka.
- To Communications Supervisor Michelle Reyna Sanchez from Mrs. Gradek's 1st grade class, to thank her for the 911 lesson , the pencils and the stickers.
- To Officer Justin Winkle and Senior Traffic Officer Gary Whitmer to thank them for everything they have done over the years to help her.
- To EPD Officers from Program Director Bill Spenceley, HCAR, for their efforts, diligence and care in watching out for a particular client of theirs over the years who has presented serious challenges to their attempts to support her in the community. Whether male or female, all EPD officers were able to defuse the individuals behavior and assist with potentially explosive incidents the might put their client or others at risk.
- To officers Travis Anderson, Travis Braud and Michael Stelzig from Sgt. Jim Armstrong to commend the outstanding team effort on the part of all three officers in planning a search for a suspect, employing sound tactics in their approach of a dangerous suspect and their taking him into custody using their communications skills, available weapons and sound judgment. At one point, the suspect stabbed himself in the abdomen with a knife. He took a couple of steps toward Officer Anderson while still holding the knife but then stopped advancing as Officers Braud and Stelzig arrived. Officer Anderson showed great restraint while dealing with this dangerous felon and by the felon stopping his advance on the officer, Anderson did not have to employ deadly force.
- To the Eureka Police Department from Matt Hunter, Executive Team Leader of Assets Protection at Target Store #1421 in Eureka a plaque to recognize National Police Week, remember fallen officers and express their support for EPD and recognize all the department does to help make our city a safer place to live. Also they appreciate the partnership we share in creating a safe, healthy and vibrant community.

NEW HIRES, PROMOTIONS, SPECIAL ASSIGNMENTS, DEPARTURES



Officer Beau Southwell



PSO Brittany Kesterson



Chaplain Andy



Officer Ryan Bontty

New Hires:

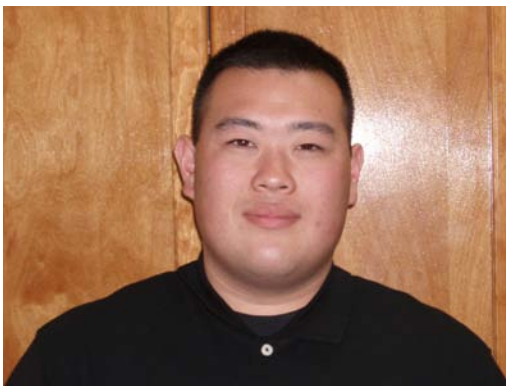
Beau Southwell – Police Officer

Brittany Kesterson – Police Services Officer

Jim Armstrong – temporary Reserve Police Officer

Ryan Bontty – Police Officer

Andrew Broese Van Groenou – volunteer Chaplain



Officer Kyle Miyamura



Sergeant Mike Guy

Promotions:

Kyle Miyamura - Police Recruit to Police Officer

Officer Mike Guy to Sergeant

Departures:

Officer Danny Kalis
PSO Susan Strom
Sgt. Jim Armstrong
Officer Pam Wilcox

Special Assignments:

PSO Jocelyn Haske – POP Unit



BRAGGING RIGHTS

The Newly Established Explorer POST 104

The start date of the newly established Explorer POST was May 5, 2011. The first meeting was attended by 4 Explorers and the Explorer Coordinator SRO Chris Jenkins. Advisors to the Explorers are Reserve Officer Mike Stephen, and Officers Andrew Endsley and Amber Cosetti. The regular meetings of the Explorers are on the first and third Thursdays of each month at the Eureka Police Department. Applications to join are available through School Resource Officer Chris Jenkins at his Eureka High School office or on the City of Eureka web page.

First day of basic law enforcement Explorer training:

We had our first most comprehensive training day at the CR range and classroom on 06.04.11. The training went from 0800 hrs until 1800 hrs, with few breaks. The day was packed with lots of information and training for our new Explorers. Everyone was on time and we started promptly at 0800 hrs. We had a total of four Explorers who attended the training. They all had a lot of fun and they were able to get a small taste of what Police life is like.

Obviously I think that the most fun was when they were able to go live on the range. Sergeant Nova had them shooting our 40 cal Glock's, along with shotguns and he even finished up with them being able to fire my AR-15. We had a good lunch in the classroom together and they were all ears about some old war stories.

In the afternoon they learned about the Taser and how it works and why it is a good tool for police, as well as for the suspects that we have to use them on. We had one mishap with the taser. Officer Crnich brought out some old and defective cartridges for the kids to shoot. One of the cartridges was more defective than we thought. The taser fired, but the probes did not exit the cartridge. When Officer Crnich went to remove the cartridge from the weapon (After the weapon had cycled) the cartridge went off, firing a probe into Officer's Crnich's left thumb. It was a very good learning lesson for all, including us. The kids got to deploy several taser cartridges and were able to see how the probes separate.

After taser training the kids were instructed in the use of chemical weapons. Three of the kids opted to have a small amount of pepper spray applied around their eyes. (Not in their eyes) For a few seconds they thought that was cool and wondered why people always complain about being pepper sprayed. Then the burning hit them and boy did they revert back into kids. We were able to find two medium size floor fans

and together with lots of water they got through it. Actually they had a lot of fun and there was a lot of laughing that went on during this exercise.

After learning about the tasers and chemical agents the kids were introduced to Jimi Franco. Officer Franco gave a very informative lecture on what he would expect from explores, if they are on a ride-a-long and the dog had to be deployed. He also told them about Jimi and what kind of dog he is and where he is from. Officer Franco also told them that Jimi lives with him and his family and is a certified Police service dog. I put the dog suit on, against my better judgment and was Jimi's chew toy for a while. All the kids along with the other advisor and Officer Franco had a great laugh at me running from Jimi.

After the K-9 training, the Explores were give instruction by EVP member Terry Long in lighting flares and placing cones in the event of a traffic collision. EVP Long also gave instruction in the event that a crime scene had to be set up and what their (Explorers) role may be if an event like that happened. The Explorers were instructed about crime scene or collision scene integrity. They were also instructed in the basics of traffic control.

After the EVP training we were joined by Senior Communications Dispatcher Janelle Miller. Janelle instructed the Explorers in what would be expected from them in the event that they had to use the police radio in the event of an emergency. Janelle gave a very informative and interesting lecture. She instructed the Explorers in how we use the radio and why we use it the way we do. Janelle was very open to any and all questions that the Explorers had. Janelle also explained to the Explorers that the radio was their main life line to the officers and vice versa. Janelle did a great job and the kids seemed very interested in what she had to say.

Overall the whole day was a great success. The kids and instructors all had fun and a lot of information was delivered to the Explorers. The rain for the most part held off, so nobody got soaking wet. I met with each of the parents when they arrived with their children and introduced myself. I wanted to meet the parents and see if they had any concerns or questions and also so they could put a face to the program. The parents were great and all seemed completely behind the program and were excited that their kids were part of it.

School Resource Officer Chris Jenkins





Eureka Volunteer Patrol

In April, the Eureka Volunteer Patrol celebrated its 16th birthday. When the call went out for volunteers for the newly formed patrol, several people were interested. Each was asked to give a two year commitment to the program and each thought that was asking a whole lot! But they gave it two years. Sixteen years later, four of the charter members are still going strong! Those charter members are Bob Gish, Jack Hopkins, Terry Long and Roger Miller. Other members have impressive years of service as well. Gary Swantson, Dick Storre and the late Jim Nichols each had 12 years of service. (Jim Nichols had worked up until March of 2011 and passed away on May 23, 2011. He was a devoted and dedicated member of the Patrol and will be missed by the Department and the Community he served so selflessly.) Even the "newest" members of the Patrol have impressive stats, with Peter Vallerger serving 8 years and Gill Long at 4 years. Together there is over 112 years of volunteer patrol experience working for the citizens of Eureka.

Last year's statistics for the patrol are also impressive. The volunteered over 1520 hours of service and drove over 4150 miles being the eyes and ears for the Eureka Police Department, performing residential and business vacation checks and working on a myriad of special events.

Words to express an exuberant appreciation to the Volunteer Patrol seem insignificant in comparison to the selfless service they have given the City of Eureka. Next time you see a volunteer patrol member, shake his hand and say thanks! Also, don't forget the Patrol is dependent on donations to maintain equipment and supplies.



Formal Swearing Ceremony:

On May 25, 2011, Eureka Police Department had the honor of swearing in new and promoted employees. It was a busy ceremony, as the Department had not had a formal swearing in since the latter part of 2010. Many new hires and promoted employees were finally recognized and sworn in to their new assignments.

The new members to the Eureka Police Department family are Pamlyn Millsap, Homeless Liaison; Kathy Smith, Background Investigations; Brittany Kesterson, Police Services Officer; Andrew Broese Van Groenou, Chaplain; Jennifer Dennison, Communications Dispatcher; Beau Southwell, Police Officer; Kyle Miyamura, Police Recruit (and since promoted to Police Officer); and Narcotic K9 Maggie, with her handler Officer Ed Wilson.

We also recognized the following promotions within the Department: Dispatcher Jennelle Miller to Senior Dispatcher, and Officers Adam Laird, Brian Stephens and Mike Guy all promoted to Sergeant.

The swearing in was well attended with dignitaries from the City Council, Department Heads, the media and many family members. It was an impressive and distinguished event.

Memo

To: David Tyson, City Manager
From: Paul Rodrigues, Finance Director
Date: June 30, 2011
Re: Finance Department Quarterly Status Report

The following activities and accomplishments took place in the Finance Department during the months of April through June, 2011.

Sales Tax Revenues: Sales tax totaling \$1,450,875 was received during the quarter ending June 30, 2011. This amount represents a 37% cash basis decrease compared to the same quarter last year, a decrease primarily due to the receipt of one more payment prior to June 30, 2010.

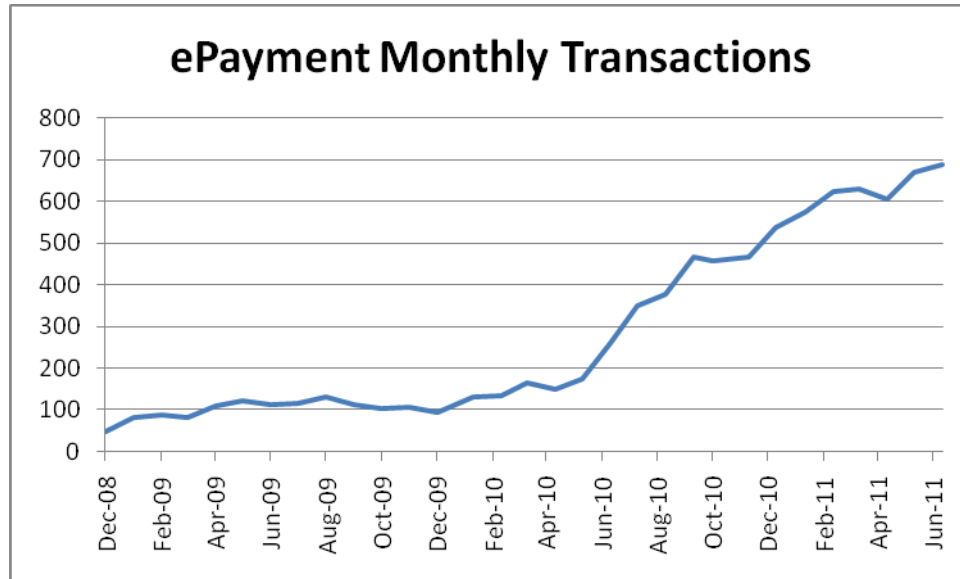
Transaction and Use Tax: TUT totaled \$434,773 for the quarter ending June 30, 2011. This represents a 9% cash basis decrease compared to the same quarter last year. Effective April 1, 2011, the "Measure O" TUT was implemented. The City received \$206,066 on the cash basis during the quarter ending June 30, 2011. These revenues are not included in the \$434,773, and will be tracked separately.

Finance Advisory Committee: The FAC held 2 meetings during the months of April through June, 2011. Current FAC projects primarily consist of City budget policy recommendations and prioritization of Capital Outlay Projects.

Annual Financial Audit: The firm of Caporicci & Larson (C&L) from Walnut Creek was selected to perform the City's audit for the next 3 years. C&L began their preliminary field work during the 4th quarter of 2010 and returned in January 2011 to complete their fieldwork for the audit of the fiscal year ending June 30, 2010. As of June 30, 2011, the auditors have still not completed the audit, although it is expected to be completed by the end of July. Staff notes that the County is having similar challenges with the same firm in completing their fiscal 2010 audit.

2011-2012 Budget: The City Council held two workshops for the 2011-2012 budget in June, with the Budget on the agenda for approval at the July 5th 2011 Eureka City Council meeting. Staff implemented changes from both workshops and is pleased to have presented a "balanced budget", a credit to the City Council and all City departments.

ePay Update: The City went live with the ePay system for utility payments in December 2008. Participation increased from 40 customers per month to 135 customers per month in the first 9 months, then dropped off slightly and stayed at that level through the end of 2009. The 1st and 2nd quarters of 2010 brought a slight increase in the online bill payment process. In the 3rd quarter of 2010 the number of customers using the online bill payment process began to increase significantly and currently an average of over 600 customers are utilizing the ePay system. Staff is currently brainstorming ways to further increase participation in the ePay process as it involves very little staff time to process the payments leaving staff free to accomplish other tasks. Our goal is to increase customer participation to 10% (1,000) of our customer base. (See chart on next page for participation)



IT Report:

- IT staff worked with the Engineering Department to install street pavement management software.
- IT staff ordered and started imaging 50 desktop and laptop replacements
- IT staff worked with the Engineering Department to research and recommend cabling requirements for the Fisherman's Terminal building for network connection and surveillance cameras.
- Continued working on delivering higher-speed wireless communications to more of the City's satellite buildings that will provide better network connectivity as well as eliminate recurring costs associated with paying Sudden Link or AT&T for service. Implementation should be completed in the 3rd quarter of 2011.
- IT staff completed 210 requests for service through verbal and email requests and the Help Desk System.



Eureka Fire Department 2011 2nd Quarter Report

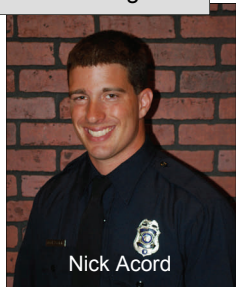
Chief's Report

Interim Chief Bill Gillespie

The Second Quarter proved to be both a busy and challenging time period for the Eureka Fire Department, and included budget preparation, personnel changes, extensive promotional testing, recruit training, budget finalization and presentation, labor negotiations with two labor groups and the City, and strategic visioning. Added to this were the day-to-day challenges and requirements of a modern fire department operation and service delivery to our community.

The quarter began with our recruit firefighter academy in which four new firefighters were trained. The academy runs for six weeks and imparts and teaches candidates the "Eureka" way of firefighting. I say the "Eureka" way, though in

Recruit Firefighters:



Nick Acord



Brett Christensen



Justin Conner



David Terry

reality the material taught is a blend of the EFD/HFD joint operations way. As you know, Eureka Fire and Humboldt Fire District #1 share a joint training officer through contractual agreement and share proportionate financial costs to support the position. Both agencies had

previously worked to be consistent in training and operations on the fire ground, but this has really evolved through the efforts of Captain II Chris Jelinek with support from both departments. Personnel from the two departments train together consistently, and both organizations have influenced training and emergency operations to make our delivery to the public seamless. The previously mentioned recruit academy also experiences this joint training philosophy, as lesson material and presentation in most areas is identical during the respective department academies. During the last academy for each department, part

of the instructors actually came from the other department. We have not yet experienced a joint academy only because the two departments have hired at different times based on need. Our four recruit firefighters successfully passed their academy, and went on shift in early May.

Budget preparation for fiscal 2011-12 began in earnest during April as departments across the City worked to prepare operating budgets to meet their service delivery needs to our community. EFD personnel worked to maintain the concept of a

EFD/HFD Joint Training Officer Chris Jelinek sets up a drill simulating a traffic collision, with fire, involving hazardous materials

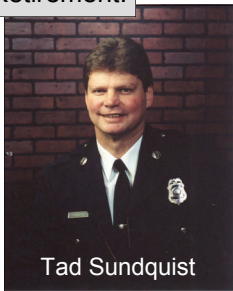


rollover or previous year budget where possible, but also worked to identify and describe areas where budget increases were necessary, such as in emergency medical supply purchasing and contractual service agreement increases. Service enhancements for new programs and projects were also developed, but kept to a minimum and only used where it was felt they were necessary. Some may counter the goal of a mostly rollover budget in light of the voter supported Measure O success. It is important to remember that Measure O fund generation relies on sales tax revenue, which relies on the community spending money within Eureka. Success of Measure O as a funding source is driven by the economy. While Measure O has provided tremendous breathing room, it is a short term solution, as it expires five years after inception. Submission of the budget to the Finance Department, including the departmental budget goals and objectives for each separate division of the fire department budget followed. Budget presentation to the City Council, including a chance to answer direct questions occurred near the end of the quarter. This year's budget process found a number of

Chief's Report

people within the department learning, preparing, and presenting different or increased portions of the budget, including myself, due to changes in Administrative staff at the fire department.

Retirement:



Tad Sundquist

As mentioned at the opening of this report, the quarter saw the fire department experience and undergo numerous personnel changes. As Fire Captain promotional candidates prepared to test for two positions, a third position was added with the retirement of Fire Captain Tad Sundquist in early June after 32 years of service to the City of Eureka. We congratulate him on his healthy retirement and wish him the best in his future pursuits. The Fire Captain test process involved a written exam, emergency incident management scenario, oral interview with a fire service professional panel, employee counseling roll play exercise, and oral presentation. Five candidates participated in testing for the position of Fire Captain, and I am proud to say that all

five successfully passed the process. The five then participated in a Chief's interview for final selection. From this pool, Jonathon Chambers, Mitchell Mills, and Patrick Beyer were selected for promotion to the position of Fire Captain effective July 1, 2011. Engineer testing followed the Captain selection. The Engineer test process included a written exam, oral interview, verbal city geography test, and hands-on manipulative testing components with departmental fire apparatus. A Chief's interview again was the final component of the process. Chris Mitchell was promoted to the rank of Engineer effective July 1, 2011 also. Within the fire department there remain two vacant Engineer positions for which testing will occur in September, and the need to establish an active firefighter hiring list, as the two vacant Engineer positions will create firefighter positions when filled. During all of the fire department personnel changes, vacancies, and testing processes our Personnel Department assisted our department in all aspects of selection of those promoted to fill new roles. It should be noted that through all of this, Personnel was also experiencing personnel changes, leading to fewer people to handle the load, all while learning the testing process.

Promotions:

A big thank you to all who helped with the promotions and testing, and continue to assist us with upcoming testing and promotional selection.



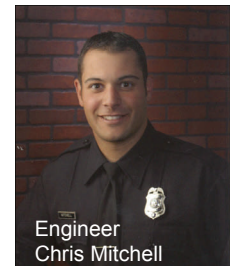
Captain
Jon Chambers



Captain
Mitchell Mills



Captain
Patrick Beyer



Engineer
Chris Mitchell

An additional personnel change occurred at the end of the quarter when Fire Services Officer Lisa Pulver accepted a position with Eureka Police Department. Her departure leaves the fire department one position short in the Fire Department front office, and leaves a considerable void in the area of budget management, as she provided considerable knowledge in the overall workings of the Fire Department budget. Fortunately she is just across the street should questions arise or advice be needed for the many areas she worked until a suitable replacement is found and trained. Some of her workload will be covered by our remaining fire department administrative staff, some by other various department members, and some budget related duties will be handled by the Finance Department. We wish Lisa all the best success in the challenges of her new job.

While many challenges occurred during the quarter, especially in the staffing and personnel realm, such challenges often present opportunities as well. Changes in personnel, especially through retirement or departure for other jobs can be viewed as a loss of experience, but can also be a source of new learning opportunities and enthusiasm for those learning new jobs or taking on fresh job tasks to help carry and cover a temporary vacancy. Even with these changes and challenges, the Eureka Fire Department will continue to provide service to our community and our customers, and will strive to do so safely, efficiently, effectively, with professionalism, respect, honor, and pride.

Bill Gillespie

This quarter the Fire Prevention Bureau continued our education, enforcement, investigation, and other activities. We were pleased to participate in several new project developments. We conducted construction inspections on the Winzler and Kelly remodel in the old McMahon's Building and at the Fisherman's Building. We reviewed plans and participated in development proposals for the Open Door Clinic, Shamus T-Bones, a Bayshore Mall TI, and the Schneider Marine Terminal. It's exciting to see these new projects progressing in our City.

In June I was fortunate to attend the National Fire Academy in Emmitsburg, Maryland. I attended a two-week course in "Communications for Emergency Services Success". The academy provides high quality instruction and curriculum as well as networking opportunities with emergency services professional from across the country. I hope to achieve attendance at the academy by as many of our personnel as I can.

Following you will find reports for various fire prevention and related activities for the quarter.

Enforcement / Abatement Issues

We continue to work with the City Improvement Team on code enforcement and abatement cases. We participated in joint property inspections, warrant service inspections, and follow ups, as well as attending various meetings.

Property / Development Issues

Several significant projects are in progress or were completed this quarter, including:

- Winzler and Kelly Tennant Improvement
- Schneider Marine Terminal
- Open Door Clinic; Tydd Street
- Fisherman's Building

Significant project proposals reviewed this quarter include:

- Shamus T-Bones restaurant on Truesedale behind the Bayshore Inn
- Tennant Improvement, Bayshore Mall

Public Education and Events

A variety of fire and life safety presentations were presented this quarter. Businesses frequently request our assistance in emergency and evacuation planning and fire drills, and this quarter was no exception. Every year the Senior Resource Center requests our assistance with their drill which was conducted in May.

A fun activity was our participation in Eureka High School's "Egg Drop". We assisted these future engineers in testing their egg-protection designs by dropping them from our ladder truck.

Our most significant public education event of the quarter was our participation with the Humboldt County Fire Prevention Officers in staffing the fire education trailer at the Redwood Acres Fair. The trailer provides high-visibility smoke alarm and home fire escape education for fair attendees.



Fire Investigations

There were eight investigation team level cases initiated this quarter. Two were found to be incendiary and the rest are undetermined or pending.

An intensive 60-hour crime scene investigation class was conducted at our public safety training facility. This course was attended by nine police and fire agencies including ten Eureka police and fire personnel.

Haz Mat Response Team (HMRT)

There was one HMRT response this quarter to the Ferndale post office. A white powder in a mail bin was determined to be non-hazardous.

The team provided training for several regional training courses including four training sessions to Cal Fire, one to the HROP Firefighter academy, and three for the Eureka/Humboldt fire departments.

The team continues its efforts to establish multi-agency team membership.

Prevention

Inspection Activities

Fire Prevention Bureau Inspection Activities Capt. II Laidlaw and A/C Goodlive

	<i>This Quarter</i>	<i>Year to Date</i>
<i>Type of Inspection</i>	<i>#</i>	<i>#</i>
FPO Inspections this Month		
• Code Enforcement	7	14
• City Facility	18	22
• Construction / Occupancy	11	16
• Other (CIT)	7	14
Open Cases>28 Days		
• Permits		
• Fireworks	24	24
• Other Permits		
Miscellaneous		
• Vacant Buildings	4	4
<i>Totals</i>	<i>71</i>	<i>94</i>

Fire Inspector Activities - Inspector Walser

	<i>This Quarter</i>	<i>Year to Date</i>
<i>Type of Inspection</i>	<i>#</i>	<i>#</i>
R1/R2		
• # Scheduled	101	216
• % Completed	90.09%	94.44%
• Open Enforcement	10	12
Licensed Facility Assigned		
• # Scheduled	15	29
• % Completed	60%	68.97%
• Open Enforcement	6	9
Commercial	-	-
Weed/Trash Abatement		
• # Cases Opened	56	56
• Total Open Enforcement	45	48

Fire Suppression Division Inspection Activities - Engine Companies

	<i>This Quarter</i>	<i>Year to Date</i>
Blocks Assigned	78	158
Total Businesses in Assigned Blocks	345	681
Inspections Completed	279	507
Follow Up Inspections	55	109
Referred to FPB	4	7

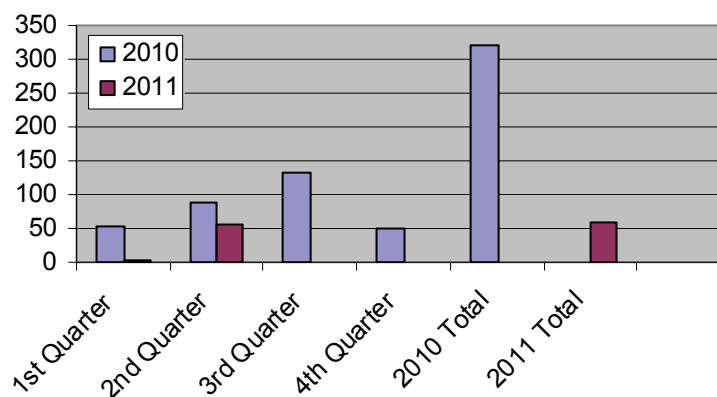
Prevention

Plan Review

	<i>This Quarter</i>	<i>Year to Date</i>
Number of Plans Reviewed	29	55
% Completed < 21 days	28	54
Number of Plans Approved	24	48
Amount Billed @ \$98.60/hr (Does not include 15% City Admin Fee)	\$4,602.00	\$7,627.70

Weed Abatement

Program activity: 56 cases opened this quarter totaling 60 over the year.



Weed Abatement Cases

The number of new weed cases opened increased from 4 last quarter to 56 this quarter. The number of cases historically increase during the spring and summer quarters.

Emergency Management (EOC)

Fiscal 2011/12 budget was approved including funding for EOC training. Development of a training plan is pending.

Other Issues

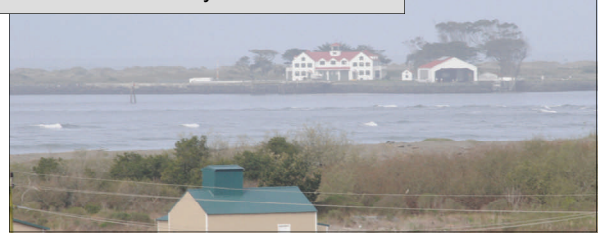
During this interim period where Chief Gillespie and I are functioning under a modified administrative structure, Fire Prevention Officer Ed Laidlaw and Inspector Bill Walser have stepped up to support the Prevention Bureau. They have enthusiastically and successfully risen to the challenge of the increased work and responsibility I have passed on to them. Without their help the effectiveness of the Prevention Bureau would be diminished by the increased workload.

*Respectfully,
Rusty Goodlive*

The Second Quarter of 2011 remained busy at the fire department, with activities ranging from emergency response, to budget preparation, to equipment repair and replacement. Also being worked on were participation in contract negotiations for two employee groups, and research into the potential of a departmental redeployment and allocation of personnel positions; work on this remains ongoing. Additionally, EFD saw a recruit firefighter training academy for four new firefighters, the promotion of a Fire Captain II, the retirement of a senior Fire Captain, and the testing and promotion of three new Fire Captains and one Engineer. We also saw FSO Lisa Pulver accept a position with EPD; we are working with Personnel to establish a process to select a replacement, with this selection process being an open application process.

During May I met with representatives from Cal EMA regarding possible reimbursement of some costs generated in response to the Tsunami event March 11th, 2011. It was determined that the overtime, food, and fire apparatus equipment costs incurred in direct preparation and mitigation the day of the tsunami were eligible for a partial reimbursement payment. A project report was submitted through Cal EMA in early June. A total of \$6,554 was identified as qualifying costs, with 75% potential reimbursement possible. It is unknown what the disbursement timeframe will be.

Tsunami watch Hwy 101 / Elk River



Collaborative work continues with Humboldt Fire District in a number of operational areas. Both departments continue to share a training officer position. We also are working together to implement consistent operational and fire ground policies and procedures. This quarter, the departments continue to collaborate on potential purchasing areas, where collateral duty holders discuss needs, and purchases are coordinated with vendors to work for better price quotes while maintaining each jurisdiction's respective purchasing requirements.

Another area of joint work with both HFD and AFD is through our mapping and target hazard project. All three are working with the same mapping software company, Iron Compass, to provide consistent mapping and target hazard information. It was identified by our participant in the process that a modern laptop was needed for him to be effective in his work. Following discussion with City of Eureka IT, an adequate laptop has been purchased with end of the fiscal year monies within the fire department, with the laptop scheduled for arrival soon.

The department continues to work to address Personal Protective Equipment needs such as turnouts. Captain II Robertson took over PPE with the retirement of Captain Churchwell midway through the first quarter. EFD received word in late May that we were unsuccessful in our Federal Assistance to Firefighters Grant application for replacement PPE funding. Through permission of the City Manager prior to our notification of the unsuccessful grant application, the matching funds budgeted in 2010-11 were allowed to be used for PPE purchase that AFG would have credited toward the overall match required. Captain II Robertson was able to purchase nine additional sets of turnouts with the grant match amount of \$14,800. The purchase allowed him to reach a short term goal of having all personnel in gear less than 5 years old. He hopes to have adequate funding to purchase new turnouts for our remaining personnel next fiscal year, and working to meet a secondary short-term goal of equipping all personnel with a second backup set of turnouts less than 5 years old; the backup set would in most cases be the previously replaced set of fitted turnouts worn by the employee. He has been working to replace our rubber departmental structure boots with a leather version that provide increased traction, are lighter, and provide a better overall fit for personnel. Captain II Robertson continues to work toward a long-term replacement program or plan, and evaluation of new PPE options to better equip our personnel.

Beginning in June, our fleet of fire apparatus has been undergoing annual pump testing by our crews. The City Corp Yard has been assisting by sending a fire apparatus mechanic to assist with trouble shooting as

Operations

available. Testing occurs at the Arcata Fire Protection's Mad River Station, as that is the closest adequate pump testing site in our local area. Two intake ball valves were ordered to replace aging valves in service. You may recall that two intake ball valves required replacement during the first quarter on Truck 8181 due to age and wear. All valves have been in service for many years across the fleet. The department will work to replace additional valves through next fiscal budget, then fall into a plan to replace one valve each year. Other equipment needs are planned to be addressed in a similar fashion on an annual basis as funding allows, such as saw replacement and extrication equipment. A replacement smoke ejector fan was also purchased to replace an aging fan where repair parts were no longer available.

Our fleet of SCBA's have fallen off warranty, and repairs are becoming more costly. Such has been the case over the past quarter. Also identified within our SCBA and Breathing Air program is the need to train another departmental member in repair of the MAKO air compressor. The department currently has only one trained repair person who is routinely able to complete minor repairs to the unit. Without personnel trained, we must bring a repair person from Oakland each time a hose or other wear item is replaced. The addition of this training was added to the budget request for the 2011/12 fiscal budget.



Numerous facility repair issues remain to be fixed during the quarter. Sheetrock at Station 3 was repaired during the quarter following plumbing repair in January. Issues with the large garage doors at all three stations indicate replacement will be necessary in the not too distant future. It was also noted as the rainy season continued through the spring that there were numerous leaks in the Headquarters roof, primarily over the apparatus floor. Some leaks resulted in failing ceiling tiles

that fell to the floor. Sheetrock in the HQ shop also remains damaged and missing in places following significant leaks in the roof last year. Replacement of the HQ roof has been identified in the 2011-12 proposed budget as a Measure O funded project. Our department continues to work with Building Maintenance to address these issues, though work has been slow due to numerous personnel within their division being off during the first two quarters. Building maintenance has worked hard on critical repairs, with less pressing repairs deferred until funding and personnel are available.

The Headquarters 2010 earthquake damage estimate was received at an estimated \$172,000. An estimate to replace the Headquarters building in its current configuration was also received at a cost estimate of \$5.93 million dollars. This number is far below the amount as listed in the CIP list due to differences in cost per square foot, and in the total square footage used for the calculations. The CIP contains estimates for the increased area needed to store apparatus, and to adequately house the many additional services that the department currently provides.

The department is preparing for a federally mandated switch to narrow band radio frequencies. Communication frequency licenses have returned from the FCC. EFD and HFD are working together for a coordinated reprogramming. This programming has previously been delayed due to demand on our radio contract provider and frequency and licensing coordination issues. It is anticipated that programming will occur during late summer. Four Bendix King programmable radios were purchased for use with the Cal EMA fire engine assigned to EFD. Cal EMA provides an engine with one Bendix King radio, as this is the recognized radio utilized by Cal Fire and USFS. Communications are critical for the safety of the four crew members and possible strike team leader on any deployment. Those sent will now have compatible communications with the lead wildland agencies anywhere in the state. The radios also carry programming that allows them to be used locally and within the Eureka area.

Hilfiker Training site work continues. Regular maintenance mowing and road maintenance continued during the quarter. Captain Il Jelinek continued to work with Engineering on the drill tower lighting and electrical project. Plans were completed

Operations

and a building permit has been issued. Engineering ran a bid process for the project, with all bids coming back above the projected cost. Funding for the project will come from a couple of sources, including \$5,000 donated last fall by PG&E that was earmarked for the drill tower electrical improvement project upon receipt. Remaining funding is being investigated, but will likely come from the Joint Fire Services account shared by EFD and HFD for maintenance of Hilfiker and other common interests.

Rescue Systems Level 2 site accreditation continues to be a priority project for the Hilfiker Training site. This is being assisted by grant monies from the Department of Homeland Security through the County Office of Emergency Services. Level 2 site accreditation allows Level 2 rescue classes to be taught at the training site. Currently there are a limited number of RS2 accredited sites in California, and local personnel must travel at great cost to attend training out of the area. A large equipment item required for RS2 accreditation is a loader, or all terrain forklift, capable of lifting 12,000-15,000 pounds and dedicated to the site; used equipment and funding options are being explored. Also being pursued at the training site is the addition of a concrete pad along the training tower to allow crews to pull and deploy fire hose without dragging it through the mud. EFD is working in conjunction with Engineering to complete plans and specifications for a surface that will support our ladder truck. The departmental safety officers of both Eureka Fire and Humboldt Fire have identified areas of safety concern at the training site, and has been generated to mark and mitigate identified hazards on the site. Many visible trip hazards have already been removed or marked.

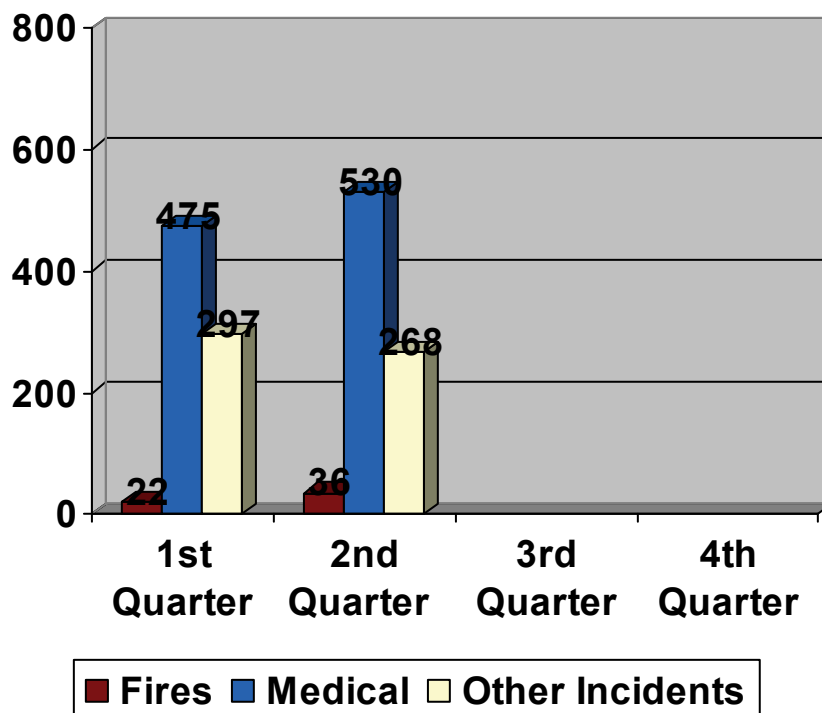
INCIDENT ACTIVITY

During the second quarter, EFD responded to a total of 834 calls for service. Fire calls represented 36 calls, 16 of which fell into the structure fire category. Overall estimated dollar loss from fires was \$264,500 for the quarter.

Emergency Medical Service (EMS) Incidents, including minor and major medical aids, traffic collisions, extrications and rescues, and lift assist calls accounted for 530 incidents.

All other calls for service accounted for 268 responses.

2011 Incident Responses



*Respectfully,
Bill Gillespie*

Quarterly Report

April 1, 2011
through
June 30, 2011

City of Eureka



Personnel Department

PERSONNEL EVENTS AND ACTIVITIES FOR THIS QUARTER:

The Personnel Department performs a wide variety of tasks intended to provide high quality service to our employees, the organization and the public. This has been another busy quarter with many challenging tasks. We continue to see a large number of job applications submitted for available positions in the City, with 272 applications received this quarter. Nearly all available positions are currently allocated and budgeted, and became available due to employee retirement or resignation.

The high number of applications correlates to the number of job openings (12) and recruitments at the City, the large pool of people who qualified for available positions, and also likely due to the continuing high national, state and local unemployment rates due to the sluggish economy. We look forward to working with all departments to improve our recruitment processes within hiring practices mandated by federal, state and local law.

Other notable projects/activities coordinated through the Personnel Department this quarter include ongoing MOU negotiations with 2 of our bargaining units, staff training, ongoing recruitments, 15 worker's compensation claims, 7 new employee orientations, 63 performance evaluations, 16 volunteer applications, new position classifications, 32 medical histories, 119 personnel action forms, temporary disability, standards of conduct investigations, CalPERS coordination, drug testing, parking permits, special circumstances leave, Family Medical Leave Act, Military Leave coordination, Health Care Affordability Act, Patient Protection and Affordable Care Act, health insurance benefits, employee assistance program (EAP), educational reimbursements and others activities.

Our Personnel Department is administered by Director Gary M. Bird and Personnel Analyst Jill Schoonmaker, with part time assistance from Sr. Administrative Assistant Kim Oswald. With the April departure of our Senior Analyst Becke Perry, we were fortunate to have acquired the temporary services of Lorraine Davey to assist with the many ongoing recruitments in the department. We all look forward to maintaining service levels and continuing a tradition of excellence as the department works to rebuild its institutional knowledge in the coming months and years.

During these trying economic times, please do not hesitate to call on us if we can help with employment and retirement issues, benefits questions, employee assistance programs, or any other personnel/human resource related matters which may be of concern.

Thank you all for your continued patience and support as we strive to provide quality customer services.

NEW HIRES THIS QUARTER THROUGHOUT THE CITY

A **BIG** welcome to:

City Manager: Temporary Special Projects Manager, Marie Liscom.

Engineering: Temporary Administrative Assistant, Sheila Rhodes, Temporary Engineering Technician, Celeste Redner.

Fire: Temporary Assistant Fire Chief, James Yarnall.

Personnel: Temporary Personnel Technician, Lorraine Davey.

Police: Officers, Beau Southwell and Kyle Miyamura, Reserve Police Officer, James Armstrong, Police Services Officer, Brittany Kesterson.

Public Works-Recreation: Kjell Dreher, Gina Lee, Abilgale McCartney, Bruce Mace, Rianne Margart, Mark Mattax, Kevin Miles, Devin Peal, David Rhodes, Corrine Rushing, Keili Simmons Marbel, John Stull, Kevin Susteno, Kelcie Vook.

A HEARTY CONGRATULATIONS TO THE FOLLOWING RETIREES

These employees will be greatly missed by their respective departments and fellow employees and by the public for whom they served with uncommon devotion and commitment during their remarkable careers with the City of Eureka.

25 Years

Special Projects Manager, Marie Liscom

29 Years

Police Sergeant, James Armstrong

31 Years

Fire Captain, William "Tad" Sundquist

DEPARTURES

The following employees have left service with the City, and we wish them only the best:

- Sr. Personnel Analyst, Rebecca Perry
- Police Officer, Daniel Kalis
- Police Chief, Garr Nielsen
- Police Services Officer, Susan Strom
- Police Officer, Pamela Wilcox

NEW HIRES / SEPARATIONS

All in all, **23** new employees were hired by the City, and **32** employees separated (including regular, temporary and seasonal employees).

Separations

8 Regular Full-Time
0 Regular Part-Time
24 Temp Resignations

PERSONNEL ACTION (PA) FORMS PROCESSED

A total of **119** PA forms were processed during this quarter. Personnel issued **19** Personnel Action Forms & 63 Performance Evaluation Forms to the following Departments:

<u>DEPARTMENT</u>	<u>PA'S</u>	<u>EVALUATIONS</u>
• City Attorney Office:	0	0
• City Clerk Office:	0	0
• City Manager Office:	0	3
• Community Development:	0	1
• Engineering:	1	1
• Finance:	2	2
• Fire:	1	1
• Personnel:	0	0
• Police:	4	24
• Public Works:	10	30
• Redevelopment:	<u>1</u>	<u>1</u>
	19	63

Personnel received **56** Regular Full /Part Time, and **99** Temporary Personnel Action Forms from all City departments. **16** Volunteers were processed for Public Works. **32** Medical histories were processed for volunteers and temporary employees. **30** Parking Permits were issued to employees and visitors.

PROMOTIONS

CONGRATULATIONS to the following employees who received promotions this quarter!

- Murl Harpham: Police Captain
- Kyle Miyamura: Police Officer
- Lee Perry: Utility Worker II
- John Jones: Utility Worker II
- Mario Zuniga de la Torre: Utility Worker II

RECRUITMENTS

EMPLOYMENT APPLICATIONS RECEIVED:

A total of **272** applications were logged and processed for various positions within the city this quarter.

NEW EMPLOYEE ORIENTATIONS:

7 employees participated in the new employee orientation, which involves preparation of files and paperwork related to salaries, benefits and various legal documents.

RECRUITMENT AND TESTING:

This was an extremely busy quarter for recruitments within the City. Personnel has provided the following recruitments between 04/01/2011 - 06/30/2011.

- Public Works Utility Maintenance Supervisor - 10 Applications were submitted. An oral board was conducted to establish an eligibility list, and an appointment has been made.
- Public Works Maintenance Worker I/II - 58 applications were submitted for review. A 2 day oral board was conducted to establish an eligibility list. The 5 top candidates were sent to department for interviews for 2 openings. An appointment has not yet been made.
- Communications Dispatcher (lateral) - 4 applications were submitted during an ongoing recruitment.
- Communications Dispatcher (entry level) -26 applications were submitted during an ongoing recruitment.
- Community Development Director: - 16 applications were submitted and an oral board examination conducted. The top candidates from the eligibility list were sent to the City Manager's office for interviews. No appointment has been made.
- Fire Captain - 5 applications were submitted and a 2 day assessment center was conducted. All applicants passed the examination process and were sent to the Fire Department for interviews. 3 appointments have been made.
- Fire Engineer - 3 applications were submitted and a 2 day assessment center was conducted. 1 appointment has been made.
- Fire Chief - 37 applications were submitted and are currently in the screening process.
- Harbor Operations Technician - 73 applications have been submitted and reviewed. An oral board examination was conducted and the top 3 applications were sent for department interview. An appointment has been made.
- Police Officer - 99 applications were submitted during an ongoing recruitment. 2 appointments have been made.
- Project Manager - EPD - 16 applications were submitted. An oral board examination was conducted and the top three applications sent to the department for interviews. An appointment has been made.
- Sr. Personnel Analyst - 16 applications were submitted and an oral board examination conducted. The top three applicants from the eligibility list were sent to the department for interview. No appointment has been made.

OPEN ENROLLMENT

AFLAC had its annual open enrollment in May. Anthem Blue Cross open enrollment kicked off with a workshop in the Council Chambers provided by RealCare Insurance Marketing, Inc. With the implementation of the Health Care Reform Act, the workshop was both timely and informative.

SPECIAL CIRCUMSTANCES LEAVE

The Special Circumstances Leave Program allows employees to assist other, eligible employees through allowed leave donations. The Program applies to employees who must be absent from work for personal reasons, when this absence creates a financial hardship because the employee has exhausted all of his/her applicable accumulated paid leave time. Through the generosity of our employees, one (1) employee was able to continue receiving his/her salary and benefits through this program. We would like to sincerely thank all those who donated time to their fellow employee.

LABOR RELATIONS/EMPLOYEE RELATIONS

The City is currently in formal negotiations with two (2) bargaining units whose MOUs expired at the end of 2010. The current MOUs will remain in effect until new MOUs are agreed to and adopted by the City Council.

DISCIPLINARY ACTIONS

Various disciplinary/complaint issues were discussed and addressed, or are in process of being addressed.

RISK MANAGEMENT

NEW WORKERS' COMPENSATION CLAIMS

15 work related injuries occurred during this period, resulting in 11 new workers' compensation claims.

LIABILITY INSURANCE

Our Liability Insurance Provider, HUB International issued a new manual and certificates for 2011 which meet the standard of \$2,000,000 liability coverage for the many events held on City property. Insurance documents and certificates were examined and/or issued to insure appropriate insurance coverage for use of City facilities. 12 estimates for liability insurance were provided and 3 special event liability insurance certificate were issued by the City of Eureka.

CITY OF EUREKA

PUBLIC WORKS 2nd Quarter Report APRIL – JUNE 2011

PUBLIC WORKS ADMINISTRATION

Public Works Administration processed 427 service requests during the second quarter of 2011. They included 113 street related issues, 97 facility maintenance issues, 92 water distribution issues, 23 were related to sewer, 1 for wastewater treatment, 20 were park issues, 2 were related to stormwater, 4 harbor issues, and 62 items were addressed by administrative staff (which included encroachments, sidewalk issues and illegal dumping. Approximately 283 service requests were resolved during the quarter.

The Sidewalk Improvement Project, Bid No. 2011-07, was awarded to V & C Construction, Inc. The Notice of Completed for the Bio-Solids Project – Bid No. 2010-08, was filed with the County of Humboldt on June 15, 2011.

PARKS DIVISION

SEQUOIA PARK:

At the Sequoia Park Garden, Marigolds and other annual flowers from the greenhouse are being planted by summer volunteers. The Dahlias are growing rapidly and have already started a beautiful floral display. Several new varieties have been added to the Dahlia collection which has been cataloged in a photo inventory and individual site markers installed at each plant location. Perennial planters along the garden border are also flowering nicely.



Woodchip cushioning material donated by Green Diamond Corporation was installed at the Sequoia Park Playground by a crew of volunteers from Winzler and Kelly Engineering Group.

The California Conservation Corps is in partnership with the City of Eureka to perform Watershed Restoration Projects at Sequoia Park, Cooper Gulch Park and the Elk River estuary salt-marsh along Hilfiker Lane. The primary focus of the project during June was the construction of a new foot bridge and concrete culvert installation near the Duck Pond. The CCC crews will return to Sequoia Park to continue trail repairs, bridge installation and watershed restoration work this summer.

Park staff completed installation of a new accessible drinking fountain adjacent to the Ross Park playground and repaired a cracked tube slide. A slide exit chute was also replaced at Carson Park.

Park staff assisted Eureka Main Street by utilizing the park greenhouse to propagate 14 large hanging flower baskets and helped install the baskets to provide summer floral display at the Old Town Gazebo

Plaza and along F Street. The baskets were originally planted by Main Street volunteers and were being maintained by our park gardener until ready for installation.

PARK FACILITIES:

Weather permitting; the Eureka Skate Park in Cooper Gulch continues to attract a large number of skaters. The Eureka Police Department provides daily patrols of the area while enforcing skate park rules and then close the gate at dusk. Park staff open the facility daily around 8:30am and maintain the skate park.

The California Conservation Corps has continued performing watershed restoration work focused on installing wooden steps along steep trail sections to reduce erosion, replacing damaged trail culverts, applying cobble stone to protect drainage channels and repairing damaged trail sections.

Park staff has been busy mowing and trimming turf grass areas at the Myrtle Grove Cemetery prior to Memorial Day and performing weed abatement work in preparation for the summer season. Ball field repair and refurbishing work has started in preparation for the summer softball season. The Recreation Division hired a contractor to focus on gopher removal at both Cooper Gulch ball fields.

LANDSCAPE FACILITIES:

The Eureka Rescue Mission Crew pruned low hedges at the 1st and E Street parking area and removed several old trees that were in poor condition. Park staff removed the tree stumps. Eureka Main Street and the Mission crew are working on a project to clean up and restore the Parklet at 1st and E Street.



Park staff worked to setup for the annual May Day Cleanup and provided assistance to volunteers during the citywide community service event.

Park staff helped prepare for the Annual Kinetic Grand Championship by tractor mowing undeveloped areas west of the Samoa Bridge and preparing Halverson Park for

overnight camping. Harbor staff worked on weed abatement along Waterfront Drive and at Palco Marsh to open trail access for race competitors. Tractor mowing and weed abatement work continued throughout Old Town and along the Waterfront in preparation for the annual July 4th Festival and Fireworks Show.

HARBOR DIVISION

Eureka Public Marina:

The marina has seen increased usage due to the open recreational salmon season. All slips are rented with limited availability of side ties for day trippers. Harbor staff has been busy with the increased usage providing services such as launching, pump-outs, cleaning stations, and restroom/shower facilities. Harbor staff repaired several 30 and 50 amp power receptacles on the outer commercial dock. All piling caps were scrubbed clean as well as the fire cabinets. Two new mutt mitt dog waste dispensers and a new cigarette collector were installed as an ongoing effort to keep up with green marina practices. All gangways and dock heads were scrubbed and power washed. One of the security cameras was replaced on the tenant restroom facility.



Waterfront Facilities:

Special events at waterfront facilities included: The Kinetic Sculpture Race, Humboldt Yacht Club and Wharfinger Open House, Waterfront Run/Walk, and the beginning of the Summer Concert Series at the new "C" street location. Harbor staff worked on repairing/ replacing banners, benches and sanding the banister at the Boardwalk. The Coast Guard conducted VOSS (Vessel Opportunity Skimming System) training at the Fisherman's Terminal utilizing the hoists and setting up a command in the storage yard. Two bollards were replaced at the Del Norte street fishing pier after knocked down. All planters at the Boardwalk were weeded and new plants were added as part of a service project. Piling rings at the Samoa launch were tightened and bumper rails were re-secured. Weed abatement at all waterfront facilities was performed in preparation for the July 4th celebrations.

Harbor Safety:

All Harbor staff attended Tsunami Training conducted by FEMA as an ongoing effort to recognize and appropriately respond to such hazards. Staff also attends the regularly scheduled Harbor Safety Committee meetings for the Humboldt Bay Area. The committee is comprised of the Harbor District, USCG, DFG, Sheriff, Humboldt State, local and State spill response, and local mariners.

Wharfinger Building:

This quarter there were one hundred seven events held at the Wharfinger Building forty were held in the Bay Room and sixty seven in the Great Room. The highlight of the quarter was the engagement of a very nice couple on our front porch and the beautiful letter that the bride to be wrote thanking us for all we do for the community of Humboldt County.

Approximately 3,043 people attended the 35 events generating approximately \$9,250 in revenues during the month of April. Along with our regular events there were several Retirement Celebrations.

There were 34 events held at the Wharfinger Building in May with approximately 2,750 people in attendance. Revenues generated were approximately \$10,000. One of the events held this month was a Marriage Seminar with seems very appropriate since May is the start of a very active wedding season at Wharfinger Building

The 38 events in June generated over \$10,000 and were attended by nearly 2,839 guests. Along with the normal functions many graduation events, retirement parties and celebrations of life where held.



Wharfinger Staff continues to learn from each event and look forward to using that knowledge to better serve the next.

FACILITIES OPERATIONS DIVISION

The quarter began with multiple ongoing projects. As a result of a state inspection, the communications wiring for public works, police, and fire needed to be rerouted from the elevator mechanical room to the server room at City Hall. A new cap gutter chase system was installed to accommodate the communications bundle and provide access for future installations. Facilities staff discovered a water leak at City Hall between 2nd and 3rd floors. The leak was fixed and multiple ceiling tiles were replaced that showed staining. A new work station was set up for the Traffic/Engineering dept. which included services dropped for phone, electric, and network.



Facilities staff tended to multiple traffic light issues at Harris and K, 7th and E, Harris and Harrison, and Myrtle and West. Electricians adjusted the flashing crosswalk at Harris and K streets to ensure the lighting and speaker were properly functioning. Light bulbs at street lamp posts along 5th street were replaced also.

At Fire Headquarters, staff repaired a broken bracket on the main rollup door, and repaired the charging station chord for the engine. Several ballasts were also changed out at headquarters. The sheetrock in the kitchen and restroom areas at Station 3 (Ocean Ave) was repaired, mudded, and painted after the underground hot water service was repaired by Maples plumbing.

A Pelco dome camera was reinstalled at EPD which is controlled by joystick in dispatch. The camera adds security for EPD personnel and citizens in the lobby. The Briefing room was cleaned and buffed by Custodial staff.

For the Recreation division's softball program, Facilities staff replaced ballasts and bulbs at Kennedy, Hartman, and Cooper ball fields. Staff also replaced the wood backstop at Kennedy field. All door closures and panic hardware was repaired at the Adorni Center.

Due to vandalism, the door, frame, and hinges were replaced at Carson Park. For the upcoming Summer Concert Series, electricians installed a 50 amp receptacle at C street plaza to accommodate the concerts. At the Zoo, staff worked on repairing the float valves on the pump at the bear grotto.



RECREATION DIVISION

Youth Programs

The City of Eureka Recreation Division Youth Programs continued to offer vital community services, providing positive enrichment and recreation options for children.

The John Ryan Youth Center

The John Ryan Youth Center After School Program offered three unique themes focused on science, performing arts and healthy living, in which youth engaged in a variety of fun and enriching activities. The partnership with The Harvest of the Month Program continues to enhance the After School Program, offering nutrition education and exposure to an array of fruits and vegetables including avocados, peaches & strawberries. Academics and literacy remain a priority, while program staff assist youth daily with homework and provide opportunities for participants to regularly engage in reading activities. Emergency drills were executed each month to ensure preparedness in the event of a fire and an earthquake. The John Ryan Youth Center continues to provide a much needed resource to the community, as 1,602 youth were served between April and June.

Summer Camps

The City of Eureka Summer Camp Programs, Camp Ryan and Camp Carson, kicked off with overwhelming success. Camp Carson remains a free drop-in program, serving low income families in need of child care and providing youth with a safe and fun atmosphere over the Summer. Summer Camp staff received extensive training in preparation for the beginning of camp, with a focus on safety. Participants enjoyed weekly themes focusing on cultures of the world and space. Guest speakers from The Astronomers of Humboldt joined Camp Ryan, educating campers about outer space. An All Camp Event was held in which Camp Ryan took a field trip to Camp Carson and enjoyed an afternoon of fun activities together. The City of Eureka Summer Camp Programs continue to partner with Humboldt

County Office of Education - Harvest of the Month Program. They will be offering nutrition education & exposure to a variety of fruits & vegetables. Food for People continues to support the Summer Camp programs providing free lunches for campers. Camp Carson hosted a Food for People kick-off event to celebrate the partnership in which campers were treated to fruit smoothies. The Summer Camp Programs offer an invaluable service to the community, providing unique and enriching experiences to youth, while over 800 children were served in the month of June.

F.U.N. Play Center

The F.U.N. Play Center has seen substantial growth these last few months. The leaders continue to offer a welcoming environment to local families, while maintaining the goals and objectives of First 5. A CASA case manager has also been bringing a foster child to the F.U.N. Play Center and has reported that it has made a significant difference for the child socially and developmentally. A training sponsored by First 5 was attended by the Play Center leaders in April. A total of 170 families attended the play center these last 3 months, 30 of them were new to the program.

Easter Egg Hunt

The Division once again held its traditional Easter event; however this year it had a twist. With predictions of rain, the event was moved to the Muni. The traditional hunt was changed to a mini hunt with 10 participants at a time seeking those valued eggs. The Easter Bunny was on hand for pictures and a host of carnival type games were available to keep everyone engaged. This free event drew nearly 300 community members. Much of the feedback was very positive; many liked the indoor space as well as the mini-hunt for eggs. We also had many local businesses contribute to this event either through in-kind donations or sponsorship.

The Roller Skating Program

The Roller Skating Program continues to experience success, exemplified through a dedicated participant base of families returning each week for a fun and safe recreation experience. A variety of special events were hosted including fiesta and sports themed evenings as well as several Birthday Party on Wheels, one of which had 40 party guests – the biggest party yet! A total of 991 participants were served between April and June.

After School Programs – City of Eureka/Eureka City Schools Partnership

The City of Eureka culminated another successful year in partnership with Eureka City Schools, offering an invaluable community service and providing care for approximately 500 children each day, totaling 22,800 between April and June. Education and enrichment remain a focal point in the After School

Programs, offering youth a variety of activities related to science, math and literacy. Community outreach continues to enhance youth's After School experience, while community service projects for St Joseph Hospital have been accomplished and community partnerships have been maintained with Humboldt State University. Year end celebrations added excitement to each After School Program, while several sites enjoyed field trips and special events. An All Staff Training was held with all Recreation Leaders in attendance receiving training on safety protocol and SPARKS curriculum, a physical education program for youth that focuses on the development of healthy lifestyles, motor skills, movement knowledge, social & personal skills. Maintaining safe and enriching programs remains a primary focus, providing outstanding after school experiences to the community's youth.

G.U.L.C.H. Teen Program

The first Teen Skateboarding Competition was very successful. With over a dozen teenagers competing in three different categories for prizes donated from Ampt Skate shop, Banzai Surf & Skate as well as Mantis Skateboards. There were numerous community members on hand to watch the event and the Times-Standard Newspaper put a half-page story complete with pictures in the next day's paper.

The G.U.L.C.H. enjoyed continued success with the partnership with Zoe Barnum High School, in offering a music program. Participants wrote, produced and performed an original song which was played at the Zoe Barnum Graduation and will be utilized in an upcoming grant, as well as be performed live in future events.

Hoopsters Youth Basketball

The Hoopsters Youth Basketball Program concluded in mid April with the 9th-12th grade tournament championship games. The extremely popular program had over 600 boys and girls participate in the league this year. In addition the league had over 100 adult volunteer coaches. Hoopsters Youth Basketball continues to receive excellent community support by local business. We will start registration for the for the following Hoopsters season in October.

Youth programs attendance approached 27,263 participants during the quarter.

Adult Sports

Women's & Coed Adult Volleyball

Our women's & coed volleyball program was cancelled this season due to budget cuts, but we are excited that they will be brought back starting in September.

Men's Adult Basketball

Our men's basketball program was cancelled this season due to budget cuts, but we are very delighted that they will be brought back starting in October.

Men's, Women's & Coed Softball

Our men's & women's slow pitch softball program got underway on May 31st. Both leagues will continue through the end of August. The men's division will have an optional post-season tournament starting in September. Registration for our coed softball program took place during the month of June. The league officially began on July 6th and continues through mid-September.

Participation in both the men's, women's, and coed slow pitch softball program exceeded 630.



Adorni Recreation Center

Adorni Fitness Programs

Activity at the Adorni was particularly busy during the months of April–June. The gymnasium had Hoopsters Youth Basketball practices and games taking place through mid-April. Drop-in basketball for youth & adults has remained very popular during these months. The annual summer membership

promotion during the month of June resulted in many new memberships. Staff have also been updating and remodeling the weight room and cardio room with fresh paint, mirrors and adding two new sliding windows to our cardio room so that participants could enjoy the fresh air from Humboldt Bay while they are working out. Our aerobics classes have also remained very popular with our yoga and Zumba classes leading the way.

Attendance for all aerobics classes and drop-in at the Adorni Center exceeded 4,800.

Facility Rentals – Municipal Auditorium & City Parks

The City Parks saw a combined total of eight events from April – June. Carson Park hosted two annual events in June. Halverson Park was the location of the annual Kinetic Sculpture Race After Party in May. Sacco Amphitheater hosted an annual Easter Sunday Sunrise Service in April and a memorial service in May. Lastly, Sequoia Park saw annual events each month this quarter.

Adorni Gym Rentals and Events

The Adorni Center hosted three events during the 2nd quarter. The League of Women Voters had their annual luncheon in April. St. Joseph's Hospital held an awards ceremony celebrating employee achievements at the end of April. Humboldt County Office of Education celebrated teachers at their annual "Excellence in Teaching Awards." No additional events were scheduled due to anticipated gym floor repairs which have been rescheduled for mid-August thru mid-September.

Community Classes

Many classes are seeing growing popularity such as Beginning Ballet and Adult Ceramics while other classes such as Toddler Soccer and Puppy Manners continue to see full classes. Classes and instructors continue to receive positive feedback with regards to their instruction and class content. "My daughter loves learning to dance, it gives her a structured activity to get some exercise and be social" (Intro to Jazz Dance, Parent) "This is a great program for little kids, Peter was a great teacher" (Toddler Soccer, Parent)

Revenues

Recreation Division revenues totaled \$103,570.32 during the second quarter of 2011.

ZOO DIVISION

Attendance:

Total zoo attendance for the second quarter was **19,665** visitors, an increase of 3% over second quarter of last year. Eureka citizens accounted for 25% of this attendance, and tourists (residents from outside Humboldt County) accounted for 43% of attendance. Overall attendance for the fiscal year was **67,399**, an increase of over 16% compared to the previous fiscal year. Zoo staff hosted 5 rentals in the classroom.

Education & Outreach:

Four formal animal-themed classes for youth were offered this quarter, serving 50 children. Springtime was school field trip season, with 81 classes visiting the zoo. Fifteen classes were provided with in-depth tours/movies along with their visit. International World Oceans Day was promoted through the month of June by distributing fun educational materials to visiting school groups.

Education staff also delivered an interactive storm water pollution prevention program (co-sponsored by City of Eureka's Stormwater Division) to 1,212 students from grades K-6th at the zoo.



School children learn how to prevent storm water runoff pollution to keep our watershed clean.

Education outreach was provided by Zoo Education staff at Family Frog Day in Manila Dunes, Amy Stewart's Wicked Bugs book signing at Arts Alive, and education staff presented *Wildlife Olympics* at the College of the Redwoods' Regional Environmental Education Fair.

Volunteer Support:

Volunteer support contributed about 525 hours this quarter, between adult Zoo Crew, Youth Assistant Keepers, community service and SPIFF up the Zoo day.

A new volunteer program was launched this quarter, called ZIP – Zoo Interpreter Program. These volunteers engage visitors on summer weekends with Discovery Carts in the Aviary and by the bear exhibit, using tools such as feathers, eggs, binoculars, and games to teach visitors about bird-watching, and how to share habitat safely with bears.



A Zoo Interpreter explains to Aviary visitors how feathers work to support flight.

Projects & Activities:

The new Flamingo/cavy exhibit construction was in high gear this spring, with the new pond, waterfall and bridge built.

Animal Collection:

The zoo experienced a first with the hatching of a rhea chick in June, from a young pair of rheas who are still figuring out the whole reproduction and parenting thing. The hatchling may have emerged prematurely, and the adults were less than accommodating of the new addition. Therefore, keeper staff has been hand-raising this bird, with the plan to eventually introduce her back with the adults to form a larger flock of rhea, when she is old and strong enough.



The Zoo's first rhea hatchling at two weeks old.

Our red panda brothers and a spider monkey received full veterinary exams, preventative tests and vaccinations.

Events:

A collaborative media campaign called Outdoors Cool! was launched at the zoo at a press event in April. This campaign features the zoo in one of the television spots, and was created by the BLM and State Parks to promote outdoor learning environments in Humboldt County.

The Sequoia Park Zoo Foundation kicked off its busy summer event season with Eggstravaganza in April, with 1200 egg-hunting participants on Easter Sunday. In May, the successful fund-raiser Brew at the Zoo hosted over 800 beer and zoo enthusiasts. A twilight concert event occurred in June.

Eureka High School prom was held at the Zoo in June, and was very highly attended. A subsequent neighborhood meeting was held at the Zoo to discuss and address concerns from neighbors about event noise.

Grants:

We received a \$1000 grant from Humboldt Area Foundation Summer Youth Programs fund for the Zoo's Youth Assistant Keeper (Y.A.K.) program.

ENVIRONMENTAL PROGRAMS DIVISION

The Environmental Programs Division provides oversight of the City's recycling/waste diversion programs, administers the City's solid waste disposal contracts, and assists with trail development, grant management and committee staff support. The following is a brief description of the projects and programs administered by the Environmental Programs Division for the second quarter of 2011:

RECYCLING / WASTE DIVERSION:

Since the implementation of the Mandatory Garbage and Recycling Collection Ordinance, recycling tonnages have significantly increased. Recycling has been made available to all City facilities. Mandatory residential and the multi-family recycling programs are in full effect. These programs have contributed to the City coming into compliance with the State's ambitious waste diversion mandate, AB 939, for 2009. The 2010 report is still pending.

While the Environmental Programs Division realizes that meeting the AB 939 mandate and lessening the City's environmental impact is a top priority, the Division also realizes that doing so cannot be at the expense of our rate payers. Staff will continue to work diligently with Recology, Arcata Community Recycling Center (ACRC) and Humboldt Waste Management Authority (HWMA) to research cost savings measures and avoid significant cost increases.

PUBLIC RECYCLING EDUCATION PROGRAM:

The City, in coordination with the Humboldt Waste Management Authority, continues to administer an annual campaign of advertisements and events promoting our on-going recycling programs, green waste, food waste (home composting) and other related measures. In addition, the City continues to be a member of the regional Recycling Task Force, partnering with most of the other governmental jurisdictions in the County to promote public awareness, and share the cost of advertising for existing recycling programs and special events.

The Environmental Programs Division is starting to develop recycling curriculum that will be incorporated into Sequoia Park Zoo's educational programs. Incorporating recycling education into the

Zoo's programs will go a long way towards reducing costs associated with public education and outreach. The program will also be more effective by reaching more students than the previous program through ACRC's program.

REGIONAL FOOD WASTE DIVERSION FACILITY:

The City continues to coordinate efforts with the Humboldt Waste Management Authority (HWMA) on the development of a regional food waste digester project. The City of Eureka has teamed with HWMA in completing the Initial Study and CEQA review. The projected location ("Crowley Property") for the facility will be adjacent to the City's existing Wastewater Treatment Plant (WWTP). The development of a regional food waste diversion facility will greatly increase Eureka's ability to divert solid waste from the waste stream, and assist the City in maintaining compliance with the State's ambitious diversion goals. The facility is intended to divert organic materials from Eureka's waste stream. The project proposes to construct five in-vessel digesters for the anaerobic breakdown of food waste that is generated at local restaurants, schools, festivals, institutions and eventually residents. Methane generated from the process will provide power for the City's WWTP, creating a very energy efficient system. Any excess methane will be converted to energy and either sold back to PG&E or used as credit for other City facilities.

BACKYARD COMPOSTING BINS:

In 2011, the Division continued its backyard compost bin program, and bins are now for sale to all Eureka residents for \$40.00. The bins may be purchased at the Environmental Programs Division (441-4184) at City Hall.

ELK RIVER WILDLIFE TRAIL PROJECT:

Over the last two years, Environmental Program and Redwood Community Action Agency (RCAA) staffs have acquired over 1.7 million dollars in grant funding for the construction of the Iksori Trail / Elk River Access Area. Environmental Programs and Community Development have completed the Initial Study and CEQA review and are working on completing the other necessary environmental permitting. The multi-use trail, a component of the Eureka Waterfront Trail and Promenade Plan, will generally run along the bay shoreline through the City's Elk River Wildlife Sanctuary. It is proposed as a hard paved surface of ten feet for bikes, wheelchairs and also accommodating infrequent maintenance and emergency vehicles and a four foot wide adjacent section of unpaved surface for walkers and joggers. In addition, the project includes trailhead improvements at Truesdale Vista Point and the existing Hilfiker Lane parking area (parking, signage, picnic tables, lighting, landscaping, public art and restrooms), improvements to an existing footpath loop, and accommodation for paddlers.

Staff is currently working with LACO Associates to develop site plans, drawings and construction specifications for the Truesdale Vista Point. They should be completed by September 2011. When complete, staff will put the construction project out to bid and develop another amenity that will attract tourists and provide recreational opportunities for residents along Eureka's waterfront.

HUMBOLDT COASTAL TRAIL IMPLEMENTATION STRATEGY:

RCAA received a grant from the State Coastal Conservancy to work collaboratively with local, state and federal agencies to developing an implementation strategy for building California Coastal Trail (CCT) segments in Humboldt County. This implementation strategy prioritizes recommended trail segments and makes recommendations of programmatic initiatives to increase the efficiency of the CCT's development. Environmental Programs staff has provided all pertinent information and guidance pertaining to Eureka for this Strategy.

Environmental Programs staff and RCAA are in the process of developing regulatory permit applications, conceptual designs and engineering specifications and drawings for the CCT segment from C Street Plaza to the foot of Del Norte through Conservancy funding. Once complete, these

documents will allow the Environmental Programs Division to seek funding for construction of this segment of the CCT.

STORMWATER DIVISION

The Stormwater Division is working closely with the other regional municipalities to prepare for the provisions of the next Phase II Stormwater Permit. Stormwater Division staff is the Chairperson for the North Coast Stormwater Coalition. The Coalition meets monthly to discuss regional stormwater issues and general permit issues. When the Phase II permit renewal is finalized, the next five year term of the City's permit will go into effect. The next permit will have new provisions that will need to be addressed, and the Stormwater Division is proactively preparing to comply with those provisions.

The Stormwater Division is also working hard to comply with the public involvement and participation component of the current Stormwater Management Plan (SWMP). On May 7th, the Stormwater Division coordinated with local businesses, non-profit groups and community members to put on the 5th *Annual Mayday Community Clean Up* the event enjoyed its greatest success to date. Fourteen local merchants donated food and/or gifts for the volunteers. Fourteen local organizations and over 350 volunteers participated in the event to remove over 11,000 pounds of trash from Eureka's waterfront. Programs like this have effectively helped prevent polluted stormwater runoff from entering our waterways.



Mayday volunteers marking drain inlets with 'No Dumping' placards.



Mayday volunteers beginning to line up for the BBQ at the appreciation event.

Another successful program developed by the Stormwater Division is the City's Illicit Discharge Detection and Elimination program. Since the inception of the program, the Stormwater Division received and responded to hundreds of complaints via the hotline and webpage. During this quarter, eight complaints were received and responded to. Each complaint has provided the opportunity to educate the public and local businesses about the City of Eureka's stormwater program. They also help protect water quality in our local waterways and Humboldt Bay.

STREETS/ALLEY DIVISION

The Streets/Alley Division was busy patching potholes and ditch lines city wide. Fifty-eight (58) tons of hot mix and two (2) tons of cold mix were used.

The Division also inspected, cleaned and vectored culverts and drop inlets. Approximately 1,294 culverts and drop inlets were addressed city wide.

Culvert repairs:

Replaced; 5 sections of 18" cross culverts and 1 tee. 10 sections of 14" and 2 tee's.

Alley maintenance

Graded 21 alley's city wide

Sign department

Repaired/replaced 34 signs city wide and installed 5 new signs.

Trip hazards

The crew grounded sidewalk trip hazards at Coopers Gulch and 6th Street west of I Street.

Street painting

72 gallons of white, 53 gallons of red and 5 gallons of yellow paint were used to spruce up street makings.

Weed/trash abatement

The crew mowed brush, grass and weeds next o 13 city properties or right of ways.

WATER DISTRIBUTION

Renewals/Leaks 38

New Services 16

Main Repairs 2

Fire Services 1

Noteworthy jobs for the 2nd quarter include a first for the City Water Crew as the first water main replacement was completed on Lowell Street, between Grotto and Henderson. This job was on the Capitol Improvement Plan for several years but because of funding was not going to be done. The job consisted of replacing a substandard 2" galvanized line that served 14 customers with 450' of 6" Ductile Iron pipe. All new 1' services were run to each meter box providing customers with a tremendous increase in volume and running pressure. Also this quarter a new 4" Fire Service was installed to the new Winzler and Kelly facility at 3rd and H Street as part of a complete remodel of the old McMahans Furniture warehouse site. Two new services were also installed this quarter with one in the 3500 block of H Street and the other at 1834 Carson Street, both of these were for single family residences. Both water main repairs consisted of pounding more packing into Bell and Spigot joints that were leaking, one on W Del Norte and the other on Allard Street.

We continue to improve our Fire Fighting capabilities by targeting very old dry barrel hydrants for replacement with the latest being located at Prospect and South Avenue. Now that the new fiscal year is here it will allow us to continue on this replacement program as funding is now available to buy the parts needed to do the work. As usual we continue to target old galvanized lines for replacement before failure happens although it seems to be a never ending task. Theft of metal water meter covers has increase this quarter as some people try to make money on them as scrap but the salvage yards are keeping an eye out for these distinctive covers. Hot asphaltting service request and routine calls for service continue to keep us busy during times that we are not digging.

WASTEWATER COLLECTION

Wastewater Collection Division hydro cleaned 40,511 feet of sewer mainline, rodded 9,333 feet of sewer mainline, televised 1801 feet of sewer mainline. There were nine main and lateral repairs completed and one new lateral service installation.

LIFT STATIONS:

3rd and “Y” Street Lift Station

Cleaned check valves.

Brushing and cleaned wet wells at all lift stations.

SCADA System

We are still working with arcsine on our new operating system as well as standardizing our programmable logic controller (plc) or pump controllers. The new operating system should be up and running soon.

Mercer Fraser has started phase one of the Martin Slough Gravity Line project.

We continue to televise as much as we can, getting footage in to add to our library.

UTILITIES OPERATIONS DIVISION

WASTEWATER TREATMENT PLANT OPERATIONS and MAINTENANCE:

In addition to normal operation and preventive maintenance tasks such as painting and housekeeping the staff stayed busy with several additional projects.

One of the larger components of the Elk River plant was taken out of service and a broken 36” valve weighing approximately 1800 pounds removed for repair.

Operations and maintenance staff assisted during the biosolids project with Synagro by coming in early to load the transport trailers used for hauling the material off site.

Other projects included repairing and replacing numerous mechanical devices, plumbing, and operational equipment at both Elk River and two of the four lift stations maintained by Elk River staff.

Two in progress projects include repairing a twelve inch air line and installing a new flow meter on a 12 inch sludge line.

Operations staff was happy to host a plant tour for Humboldt State engineering students during the 2nd quarter.

After a ten month leave of absence, Operations Supervisor Gerald Sneed is back at work and is doing well.



CHP (Combined Heat + Power) Co-Generation Engine Being Repaired at Elk River WWTP

LABORATORY:

All laboratory testing required in the NPDES permit for the Discharge Monitoring Report (DMR) for both the EPA and RWQCB was conducted. This included additional testing conducted by North Coast Laboratories. No discharge violations were reported during this time period.

Quarterly drinking water testing included haloacetic acids and trihalomethanes. These are possible by-products of disinfection when using chlorine and are considered a health hazard. These constituents are typically well below state and federal standards due to the high quality of our source water. Quarterly acute and chronic bioassay samples were sent out in May and June to be analyzed for NPDES permit compliance. A quarterly sludge sample was collected and sent off to be analyzed for a variety of constituents to satisfy EPA part 503 Bio-solids Rule.

Routine water testing performed by city staff consisted of bacteriological, chlorine, fluoride, hardness, pH, alkalinity, conductance, turbidity, and temperature conducted on a weekly basis. The sample sites are predetermined but are rotated to insure that water quality is consistent throughout the City of Eureka. At least forty testing sites are typically visited during a monthly time period. The results of these tests are also reported to the California Department of Public Health in Redding on a monthly basis. Staff also conducts daily testing vital to the day to day operation of the WWTP plant. Although this information is not normally submitted to the regulatory agencies it is one of the tools used for successful plant operation.

About two thirds of our annual proficiency tests were analyzed in the second quarter with 100% accuracy. This annual testing is part of the Quality Assurance Quality Control requirements for a State certified laboratory. Basically, the City of Eureka is provided with samples with unknown results. Our test values are then compared with known values and proficiency is achieved within an acceptable range. Within range is considered “acceptable”, slightly out of range is reported as “check for error” and out of range is rated “unacceptable”.

Operations, Maintenance, and Lab staff participated in harassment training in May put on by the law offices of Liebert Cassidy Whitmore.



Broken 36 Inch Control Valve at Elk River Being Removed for Repair

PRETREATMENT:

Source Control Justin Boyes is currently taking twelve weeks of family sick leave (FMLA) and scheduled to return August 1. Brandon Bishop from Water Treatment has been filling in during his absence.

(Permitted Industries)

Twelve inspections and fourteen wastewater samplings were conducted at Eureka businesses. Regular pretreatment facility inspections are performed by the City to monitor and ensure compliance of all permitted businesses. One Notice of Violation was sent to Lithia Chrysler Dodge of Eureka for failure to document quarterly inspections of the sediment levels inside the oil and water separator as required by the permit. The same violation was also documented as a Verbal Warning during the previous pretreatment inspection for 2010.

(Non-Permitted Industries)

The Pretreatment Department also performs inspections of non-permitted industries in order to identify any new industrial dischargers. One facility inspection was conducted at a non-permitted industry.

Pro Pacific Auto Repair has no open floor drains inside the maintenance shop tied into the City of Eureka's sanitary sewer, and the car wash drains directly to the storm drain; therefore, no Wastewater Discharge Permit is required for this facility. Storm water requirements have been addressed by Miles Slattery.

(Fats, Oil, and Grease (FOG))

The City's FOG program includes grease trap and interceptor inspections, and public education regarding kitchen Best Management Practices (BMP). Eight grease interceptors and traps were inspected for fats, oil, and grease.

An inspection conducted on 5/19/11 confirmed that Cherry Blossom Pastry Shop installed a grease trap as required.

An inspection conducted on 6/16/11 confirmed that the Nancy and Alma's Mexican Restaurant is currently installing a grease removal device as required prior to opening.

A Notice of Violation was sent to Footprint Recycling for failure to submit monthly grease pumping reports as required by their Grease Haulers Permit GH-3. This is the second NOV within a twelve month period for the same recurring violation. Several attempts at requesting the required documentation have been made prior; however, no consistent submittal from the company has ever occurred.

WATER TREATMENT:

Water staff completed installation of a new tank control valve at Lundbar Hills Pump station as show below. This valve is designed to modulate and keep the water level in the reservoir at a relatively constant level based on demand.

Staff has been working with City of Eureka Engineering personnel and city consultant ARC SINE, to help facilitate the water treatment element of the SCADA capital improvement project which is currently underway.

Supervisor Dan Duncan recently completed the draft Urban Water Management Plan Update. This document will be presented to council in July for adoption. This is a requirement of the Department of Water Resources and is conducted every five years in order for the City of Eureka to be eligible for water system related grant funding.

Water Systems Specialist Daniel Vit recently began preparing a City of Eureka Cross Connection Control Manual. He will be using recently purchased database software designed specifically for this application.

It will help keep track of both public and privately owned backflow devices as required by the State Department of Public Health.



New Water Level Control Valve Installation at Lundbar Hills Reservoir

EUREKA REDEVELOPMENT AGENCY SUMMARY OF 2010-2011 PROGRAM OBJECTIVES AND ACHIEVEMENTS

The Eureka Redevelopment Agency is responsible for the implementation of all activities associated with the expenditure of Redevelopment tax increment and bond funds. The primary objective of the Agency is to undertake projects that will revitalize the project areas and improve the economic base of the community by facilitating redevelopment, housing and economic development activities. In order to leverage and fully maximize the impact of the Redevelopment Agency's limited tax increment monies, the Agency also applies for additional funding from both state and federal sources for housing and economic development activities. This summary does not separate achievements by funding source, but by projects, which are administered by the Agency. The following lists the 2010-11 program objectives for each of Redevelopment's major areas of responsibility and highlights the accomplishments completed towards those objectives.

REDEVELOPMENT GENERAL ADMINISTRATION

PROGRAM OBJECTIVES:

- Assist in the elimination of economic and physical deficiencies, underutilization of property and other blighting factors.
- Focus limited Redevelopment monies and invest in projects that will be self-sufficient, increase tax increment and create new employment opportunities.
- Strengthen and stimulate commercial activity in the area.
- Revitalize the Eureka waterfront and eliminate blighting influences.
- Assist in the elimination of blighting influences to improve and strengthen residential neighborhoods and supporting commercial areas.
- Comply with California Redevelopment Law requirements.

PROGRAM ACHIEVEMENTS:

ADMINISTRATION

- ◆ **2009-10 Statement of Indebtedness**—prepared the 2009-10 Statement of Indebtedness with the Finance Department, as required by California Redevelopment Law.
- ◆ **2009-10 Annual Report of Financial Transactions**—prepared the 2009-10 Annual Report with the Finance Department, as required by California Redevelopment Law.
- ◆ **2011-12 Annual Budget**—prepared 2010-11, Annual Budget for Redevelopment Administration, Housing and Revolving Loan Fund Programs.
- ◆ **Redevelopment Advisory Board (RAB)**—prepared staff reports and agendas as needed.
- ◆ **Youth Mural Program**—co-sponsored the “Youth Mural Program” with the Ink People.

- ◆ **Eureka Art and Culture Commission**—Staff serves as City Liaison on the Eureka Art and Culture Commission. Distributes agendas and minutes to commission members, attend monthly Board Meetings, and take minutes.
- ◆ **Images of Water Art Competition**—sponsored the 2011 Images of Water Photography Competition as recommended by the Local Coastal Program’s original implementation policies.
- ◆ **Agency Transferred Property to the City**—In anticipation of the possibility that Redevelopment would be eliminated by the State, the Agency transferred its properties to the City on March 9th. Under current law, redevelopment agencies are authorized to transfer ownership of the physical assets of the Agency to the City. Such transfer must be for public purposes, and all conditions and restrictions on the property and its uses must be retained.
- ◆ **I-Bank**—Fifteen reimbursements totaling \$1,983,000 have been requested and received for work completed on the \$2,000,000 “C” Street and Market Square Public Improvements Project. The project was completed in September and the final disbursement was requested in February when the Notice of Completion was recorded.
- ◆ **Jefferson School**—On September 7, 2010, the City Council/Agency Board unanimously adopted Eureka Redevelopment Agency and City of Eureka Resolutions authorizing the purchase of Jefferson School from Eureka City Schools, a Unified District, appropriating funds for the purchase of the property from tax increment revenues, making certain findings and authorizing a budget amendment to the agency budget to allow for the payment of the purchase price \$600,000. In December, the City Council/Agency requested a report on the acquisition be placed on the agenda for the meeting of December 21, 2010. At that meeting the Council voted to ask Eureka City Schools for a three month extension of time to close escrow because the underwriters wanted to receive documentation that the sale was in compliance with State Education Code. Staff contracted with Arnie Herskovic of SHN to update a previously completed feasibility study. The item came back to Council on February 1, 2011. Council/Agency options were: proceed with purchase as approved on September 7, 2010, review/rescind previous Council/Agency direction to acquire Jefferson School, or continue discussion to the February 15th City Council meeting. Council/Agency voted to rescind the previous direction to purchase the School.
- ◆ **Clarke Historical Museum Funding**—On October 5, 2010, the Agency Board approved a Funding Agreement and Operating Covenant as required to provide funding to the museum. The Agency Board approved \$25,000 for fiscal year 2010-11.

Comment [mdl1]: Aka Eureka City Schools

PRIVATE DEVELOPMENT ACTIVITY

- ◆ **Exclusive Right to Negotiate (ERTN)**
 - **Old Town Carriage Company**—The Old Town Carriage Company project includes deconstructing the H.H. Buhne Warehouse building and using salvageable components of the building to construct a new building on the corner of Waterfront Drive and “C” Streets. The first floor will be the stable for the horse and carriage business with the second floor providing living quarters for the caretaker. The following activities have occurred:
 - ✓ Developer is working with an architect and an engineer to design the building
 - ✓ A business plan is being completed
 - ✓ Financing options are being explored
 - ✓ Negotiation regarding the property price and terms has been concluded.

- **Dock B Coastal Dependent Industrial Property, David Schneider**—Mr. Schneider proposes to construct a cargo storage area which could accommodate up to 300 containers, 5 million board feet of logs or cargo associated with a 600 foot cargo ship. The following activities occurred in 2010-2011:

- ✓ A \$10,000 deposit was received from the developer
- ✓ Developer applied for a Coastal Development Permit
- ✓ Coastal Development Permit went to Council in January, 2011
- ✓ Updated appraisal has been completed
- ✓ Development & Disposition Agreement went to Council Agency Board in July.

- **Mission: SwimPossible**-- At the March 28, 2011 meeting of the Redevelopment Advisory Board (RAB), the board heard a presentation by Brian Nunn and other members of the group Mission: SwimPossible. The group has been working toward building a public pool in Eureka and is interested in the Halvorsen Site (former Carson Mill Site).

The RAB voted unanimously to issue an RFP for the site. The RFP was distributed on April 18th with a submission deadline of May 9th. A display ad also ran in the Times Standard. On May 24th, the RAB considered the submitted proposals.

Two proposals were received as of the due date. One was from the Mission: SwimPossible group and the other from Travis Schneider for the Halvorsen Village on Humboldt Bay.

At their meeting, the RAB heard presentations on each of the projects, discussed the projects and unanimously voted to recommend a 1 year ERTN with Mission: SwimPossible. They also requested that the Developer provide a status report to the RAB at six and nine months from the date of ERTN approval. If the developer is unable to secure funding within the one year time period the RAB will recommend to the City Council and Agency Board that the ERTN be withdrawn. At their meeting of June 21st, the Council/Agency Board authorized execution of a 1 year ERTN between the Eureka Redevelopment Agency and Mission: SwimPossible.

◆ **Disposition and Development Agreements (DDA)**

- **Eureka Pier (Fisherman's Building)**—Staff met with the Developer as needed.
- **Open Door Community Health Centers**—ERTN for the purchase and development of Agency property on Tydd Street for a community health center. The following activities occurred:
 - ✓ Six month ERTN with Open Door Community Health Centers approved on November 16, 2010. Facility will be a 30,000 square foot health center.
 - ✓ A deposit of \$10,000 was received from developer.
 - ✓ Appraisal was completed.
 - ✓ All items required by the ERTN have been received. Design, permitting and other required items are being performed concurrently.
 - ✓ Development & Disposition Agreement approved by the Council/Agency Board on June 7, 2011, and property purchase has been completed.
 - ✓ Construction is expected to start in August.

◆ **Facade Improvement Program (co-administered with Eureka Main Street)**—No activity due to lack of funding.

PUBLIC WORKS PROJECTS**

The Eureka Redevelopment Agency is providing a major portion of the funding for the design and construction of the following public works projects:

◆ “C” Street Development Projects

- **Market Square**— Construction of a plaza area at the southeastern corner of C Street and the Boardwalk up to 17,000 sq. ft. in size. The square will include the installation of street furniture that would be consistent in number, scale, and style as those on the existing boardwalk and “F” Street pedestrian plaza. The project has been completed and is open to the public.
 - **“C” Street**— Construction of a 60-foot wide plaza along the 240-foot long portion (14,400 sq. ft.) of “C” Street, has been completed. This pedestrian oriented plaza area includes street furniture consistent in number, scale, and style as those on the existing Boardwalk and “F” Street pedestrian plaza, permanent, semi-permanent, and removable facilities for public gatherings including: a ticket booth and/or information kiosk and outdoor dining areas. A ribbon cutting and a sculpture dedication have also taken place in two separate events. Staff continues to work on the trellis signage, kiosk signage and banners depicting local fishermen.
 - **Fisherman’s Terminal**—Construct seafood buying, processing and retail facility at the foot of “C” Street. City and Agency staff met with prospective tenants to determine their needs and lease space configuration. Major tenants are committed and construction is in process. Staff continues to work on securing a tenant for the café/seafood counter. Ribbon cutting is scheduled for September 1, 2011 at 2:00 pm.
 - **Public Parking Lot**—Construction of 41 public parking spaces, including 2 handicap accessible spaces, immediately south of the Fisherman’s Terminal Building. Access to the Terminal Building loading docks (noted above) will be provided through the parking lot to Waterfront Drive. The parking lot will be landscaped and include the installation of amenities consistent in number, scale, and style as those on the existing Boardwalk and “F” Street pedestrian plaza. Project is nearing completion.
- ◆ **Waterfront Drive Extension Phase 2 From G” to “K” Streets**—Construct Waterfront Drive, which will connect Old Town and the City’s northern waterfront resources with vehicular, pedestrian and transit access.
- ◆ **Foot of Commercial Street Fueling Upgrade**—Replaced fueling terminal conveyance piping and underground tanks with above the ground tanks, completed cleanup of contaminated soil around leaking underground storage tanks.
- ◆ **Sidewalk Improvement Project**—Phase out the defective brick crosswalks and replace and upgrade them with red colored and stamped concrete that provides the brick appearance but is more durable than brick, holds up to traffic loading better, safer for pedestrians and the disabled and require less long term maintenance.

** Sections 332255 and 33421.1 of the Health and Safety Code require the Redevelopment Agency and City Council to make certain findings prior to committing funds for the design and construction of public improvements. When projects are scheduled to proceed, findings will be presented to the Agency Board and Council for approval.

NON-HOUSING GRANT ACTIVITY

- ◆ **CDBG Public Hearing** — On July 28, 2010, staff held a CDBG public hearing to discuss the Fiscal Years 2010 & 2011 CDBG program and solicit citizen input on the following activities.
 1. **Annual Grantee Performance Reports for CDBG Program Income Business Revolving Loan Account and Housing Revolving loan Account.** Repaid funds available for business and housing loans.
 2. **Final Grantee Performance Report for CDBG Grant #04-STBG-1959,** Phase I construction of a new Alzheimer's Day Center; acquisition and rehabilitation of a Veterans Transitional Housing facility; and a Lead Based Paint Evaluation and Mitigation Grant Program.
 3. **Final Grantee Performance Report for CDBG Grant #07-EDOC-3159,** Phase II construction of new Alzheimer's Center.
 4. **Annual Grantee Performance Report for CDBG Grant #09-STBG-6037,** rehabilitation of Veterans Transitional Housing Facility and Services, and Humboldt Community Access and Resource Center (HCAR)/ Sunrise Plaza building improvements.

The five major activity categories are Housing-New Construction, Housing-Rehabilitation, Public Facilities/Public Services, Public Improvements, and Planning. Projects funded with CDBG allocations must carry out one of three National Objectives, as follows: Benefit to Targeted Income Group (TIG) people, elimination of slums or blight, and meeting urgent community development needs.

- ◆ **Humboldt Senior Resource Center (HSRC) New Alzheimer's Day Center**—Construction of a new Alzheimer's Center. The City of Eureka secured over \$1.5 million dollars from the State CDBG Program toward the completion of this project. Fifteen full-time equivalent jobs were required to be created within 36 months of grant expiration date which is June 30, 2012. Eight of those jobs were required to be filled by low income persons (TIG persons). HSRC successfully created all required jobs, plus 12 additional jobs, by the end of February 2011.
- ◆ **Fisherman's Terminal Building, Economic Development Administration (EDA), Public Works Assistance Grant,** —Staff submitted an application to the Economic Development Administration for the construction of the Fisherman's Terminal Building. The following actions were completed FY 2009-2010:
 - ✓ We received a letter notifying us that the \$2,400,000 application was approved for American Recovery and Reinvestment Act (ARRA) Funding on September 18, 2009.
 - ✓ The time schedule specified by the award required that we start construction no later than January 18, 2010. A project management conference call was held to discuss the details of the special conditions that needed to be met before and after the start of construction.
 - ✓ Special conditions were satisfied and on December 15, 2009, the contract was awarded to Randy Hill Construction, Inc., the low bidder on the project
 - ✓ Construction started on schedule and the building is currently under construction.
 - ✓ Project was over 50% complete on June 30, 2011.
- ◆ **Humboldt Community Access and Resource Center (HCAR) Sunrise Plaza Building**—As a 10% Set-Aside Activity of the CDBG FY 2008/09 General Allocation grant, \$12,000 will be received by the City to assist the Humboldt Community Access and Resource Center ("HCAR") in completing Phase II improvements of the HCAR/Sunrise Plaza Building in Eureka. Also committed to the HCAR project by City Council Resolution is \$150,000 of the City's Program Income. Final plans have been completed and the project is ready to go out to bid. Construction is anticipated to begin in August 2011.

ECONOMIC DEVELOPMENT

PROGRAM OBJECTIVES:

- Administer the Business Revolving Loan Program to encourage business start-ups and expansions within the City of Eureka.
- Market and administer the Eureka Enterprise Zone to the business and financial communities.
- Act as a City liaison with the business, financial, and economic development communities.
- Ensure compliance with all federal and state CDBG requirements and procedures.
- Be actively involved in the California Enterprise Zone Association to influence legislative changes to enhance the Zone's benefits to business.
- Maintain open communication with the Business, Transportation and Housing Agency to ensure inclusion in appropriate business location leads.
- Develop relationships with federal and state funding agencies as well as legislative representatives to assist the City in accessing financial and technical assistance.
- Complete Foreign Trade Zone implementation.
- Develop Business Retention and Expansion Visitation Program and conduct regularly scheduled visitations to Eureka companies with 10 or more employees.

PROGRAM ACHIEVEMENTS:

FOREIGN TRADE ZONE

- ◆ *Administration*—No Activity.

REVOLVING BUSINESS LOAN PROGRAM

- ◆ *Administration*—continued to monitor open loans and market program to lending institutions and potential borrowers. Staff continues to meet with prospective businesses interested in starting, relocating or expanding a business in Eureka. The following loan was approved:
 - **Mycelia Sands** ~ a commercial mushroom business that has been working to get production underway for over a year. Two to three jobs are estimated to be created.

ENTERPRISE ZONE PROGRAM

- ◆ *California Enterprise Zone Board (CAEZ)*
 - **California Enterprise Zone Board (CAEZ)**—Serve as a Board Member, attend quarterly Board Meetings and actively supported/opposed legislation affecting Enterprise Zone incentives. Testified at State Committee Hearings and met with Legislators and their Staff.
 - **Annual Enterprise Zone Conference**—Staff attended the CAEZ Annual Training Conference in San Bernardino, California. The conference provided staff with updates on Zone legislation and new regulations, as well as an opportunity to network with other zones throughout the State.

◆ **Eureka Enterprise Zone Activity**

- **Administration**—Administer and market the program in compliance with the State rules and regulations.
 - ✓ **Employee Hiring Credit Vouchers Issued**—Staff issued 917 Employee Hiring Credit Vouchers to EZ businesses during this period. Businesses located in the EZ continue to learn about the program and the benefits it offers.
 - ✓ **Business License Waivers Issued**—93
 - ✓ **Business Information Packets Distributed**—62
 - ✓ **EZ Outreach**—Attendance at various workshops gave staff an opportunity to discuss the benefits of the EZ and educate business owners interested in applying for the State tax credits.
 - ✓ **Bi-Annual Enterprise Zone Report – 2010**—Staff is gathering information needed to track the 27 performance measures required to be documented as a condition of EZ approval. Staff requested Enterprise Zone Partners to update information on their data collection and Redevelopment Staff will compile all data into a formal report to be sent to HCD.
 - ✓ **Expansion of the Enterprise Zone 2010**—This expansion process was recently begun, and will include ‘satellite areas’ of unincorporated areas of the county. Areas chosen will include highest concentration of businesses and/or locations with businesses that have employees. This process will include working with the county economic development department and will include a MOU with the county. Staff has begun gathering aerial maps to locate areas zoned commercial/industrial.

EUREKA MAIN STREET PROGRAM

- ◆ **Board of Directors**—City liaison serving on the Main Street Board of Directors and Economic Restructuring Committee. Attend monthly Board Meetings.
- ◆ **Eureka Main Street Program Cumulative Results (9/92-6/11)**
 - **Net New Businesses**—528
 - **Net New Jobs**—1972.5
 - **Ground Floor Vacancy Rate**—reduced from 14% (9/92) to 1.5%
- ◆ **National Recognitions**—The City of Eureka was recognized in the following publication:
 - **Sunset Magazine highlighting Eureka, “One of the 10 Best Places to Live in the West”**

CALIFORNIA ENTERPRISE DEVELOPMENT AUTHORITY (CEDA)

- ◆ **California Enterprise Development Authority Board**—As Board Member, attend meetings to review and approve capital to California small and medium sized businesses for expansion and job creation through an innovative gap financing program. Financing is a combination of tax-exempt industrial bonds (IDB’s) and below market-rate second mortgages resulting in a lower down payment and lower blended interest rates than commercial lenders.

CALIFORNIA ASSOCIATION FOR LOCAL ECONOMIC DEVELOPMENT

- ◆ **California Association for Local Economic Development (CALED) Board**—Executive Committee Board Member. Actively supported/opposed legislation affecting economic development in the State.
- ◆ **Annual CALED Conference**—Staff attended the 31st Annual CALED Conference in Sacramento, California. The conference, California's largest economic development conference, provided information on how to implement effective economic development practices to help businesses and grow their local economy. This year's conference featured special issues facing local governments, businesses and economic development.

UPSTATE CALIFORNIA ECONOMIC DEVELOPMENT COMMISSION

- ◆ **Upstate California Economic Development Commission—UCEDC**—The mission of UCEDC is to cooperatively market the region (Northern California from Sacramento to the Oregon border) to new and existing businesses in support of the regional effort to diversify the economy, increase employment and enhance the quality of life. Redevelopment staff attends quarterly board meetings, and serves as Chief Financial Officer for the group. UCEDC has strengthened its efforts to attract relocating businesses from other parts of the state and from outside of California by updating its website, attending tradeshow for targeted industries and authorizing our executive director to increase outreach efforts. Current projects include updating our regional website, completing a current marketing piece and establishing a Work Plan. During the year, staff prepared responses to requests for information regarding business relocation benefits and potential available sites.

MARKETING

- ◆ **Business Outreach**—Redevelopment staff had a number of meetings this quarter to discuss potential revolving loans and grant applications, as well as enterprise zone benefits for specific businesses.

Another outreach component is 'One to One Business Meetings'. Staff sets up meetings with local businesses and the City Manager, Redevelopment & Housing Director and Economic Development Coordinator to meet with those businesses. These meetings have been positive in nature.

Staff worked with McClellan Mountain Spring Water, located in Samoa, to discuss the Enterprise Zone benefits. They are manufacturing an innovative biodegradable plastic bottle, in which they bottle their spring water.

- ◆ **Purchased Advertising**—Ads were placed in the following publications:
 - North Coast Jazz Festival Program
 - The Palette Magazine
- ◆ **Website Update**—The update of the Redevelopment website has been completed.

ADDITIONAL PUBLIC INVOLVEMENT

- ◆ **Eureka Chamber of Commerce Business & Industry Committee**—staff attends meetings as scheduled to discuss issues affecting businesses in the region.
- ◆ **Carson Nation!** ~ Staff worked with producers of national televised show focusing on Eureka!

HOUSING

PROGRAM OBJECTIVES

- Provide adequate sites and promote the development of new housing to accommodate Eureka's fair share housing allocation for very low, low and moderate-income residents.
- Encourage the maintenance, improvement and rehabilitation of Eureka's existing housing stock and residential neighborhoods.
- Insure the provision of quality housing opportunities for very low-income citizens.
- Assist in the elimination of substandard and deteriorated housing while preserving the neighborhood community.
- Increase, improve, and preserve the community's supply of very low or low-income housing.

PROGRAM ACHIEVEMENTS

◆ CDBG Housing Rehabilitation Program Income 1989, 1994 (Fund #271)

➤ Housing Rehabilitation Completed	1
➤ Housing Loans Monitored	16
➤ Housing Pending Applications	1
➤ Housing Loans Declined	0
➤ Housing Loans Canceled	0
➤ Housing Rehabilitation Under Construction	1
➤ Housing Rehabilitation Relocation Grants Pending	1

◆ Low and Moderate Income Housing Program (Fund #290)

➤ Owner Occupied Housing Rehabilitation Completed	0
➤ Owner Occupied Housing Pending Applications	0
➤ Rental Rehabilitation Loans Pending	0
➤ Rental Rehabilitation Loans Monitored	9
➤ Paint-up Fix-up Grants Completed	3
➤ First Time Homebuyer Loans Completed	2
➤ First Time Homebuyer Loans Monitored	78
➤ Owner Occupied Housing Loans Monitored	12
➤ Housing Loans Canceled	0
➤ Relocation Grants Approved	0
➤ Subordinations Processed	4
➤ Rental Rehabilitation Loan Withdrawn	1

◆ HUD Rental Rehab (Fund #285)

➤ Rental Rehab Projects Monitored	0
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◆ HOME Program Owner Occupied Housing Rehabilitation

➤ Housing Rehabilitation Loans Monitored	11
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◆ **Local Housing Program (#291)**

➤ Wheelchair Ramp Grants	0
➤ Dumpsters Provided	15
➤ Senior Home Repair Grants	80
➤ Paint-up Fix-Up Grants	3
➤ Housing Rehabilitation Projects under Construction	0
➤ Housing Rehabilitation Completed	1
➤ Rental Rehabilitation Loans Monitored	1
➤ Housing Loans Monitored	5
➤ Pending Applications on Waiting List	3
➤ Graffiti Grants	1

◆ **HOME First Time Homebuyer Program**

➤ First Time Homebuyer Loans Monitored	8
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◆ **CalHome Program 06-CalHOME-198**

➤ Housing Rehabilitation Projects under Construction	2
➤ Housing Rehabilitation Completed	4
➤ Pending Applications	3
➤ Housing Loans Monitored	7
➤ Applications Withdrawn	5

◆ **Other Miscellaneous Loan Activities**

➤ Loan Payoffs Processed	12
➤ Defaults/Foreclosures In Progress	5
➤ Loan Modifications Processed	1

ANNUAL LOAN MONITORING:

- ◆ **Annual Monitoring of Loan Term Compliance for All First Time Homebuyer Program Borrowers, Owner-Occupied Rehabilitation loans, and Rental Rehabilitation Loans.** All loans are monitored annually, each calendar year, for loan terms and condition compliance (i.e. property taxes current, owner occupancy on single family rehabilitation and homebuyer loans, affordable rents, tenant occupancy, and income verification for new tenants on rental properties with required covenants). Most insurance monitoring for loan compliance is provided by AmeriNational Community Services, a third party vendor, but additional insurance monitoring of contracts is provided by staff.

HOUSING GRANT ACTIVITY

- ◆ **CDBG-Program Income Funds** –\$65,000 was budgeted for loans this fiscal year and was increased by \$5,000, to a total of \$70,000. These funds are revolving funds which accumulate from repayments of past CDBG program loans. As the balance increases, these funds are then expended for allowable program uses. CDBG Program Income funds have been used this fiscal year to finance rehabilitation work for CalHome loans with construction costs over the allowable \$35,000 maximum loan limit. One CDBG loan, totaling \$50,000 is under construction and one loan was completed in the amount of \$20,000. Both loans were secondary loans to CalHome recipients. One applicant remains on the waiting list for funding in 2011-2012 as a second phase of construction.

- ◆ **CalHome Grant Program** - The City was awarded a CalHome grant of \$600,000 for the purpose of restoring substandard owner occupied residential units. The grant will provide between 13-15 \$35,000 owner occupied rehabilitation loans. These loans are for low income eligible applicants at 3% interest with deferred payments for 30 years and will be administered by the City. Ten percent of the total grant will be for activity delivery costs associated with the loans. Two loans were completed in 2009-2010. Four in 2010-2011. Two loans are under construction, and three applications are pending eligibility. An amendment to the Standard Agreement extended the program deadline to June 28, 2011, and a second amendment was recently received to extend the deadline to June 28, 2012. Intense radio ads began on November 3, 2010 and continued through February 3, 2011 for outreach for the 5 remaining loans.
- ◆ **HOME Program Income Fund** – The City has received and administered multiple State of California Home program grants in the form of owner occupied rehabilitation loans. When these loans are repaid, the funds are deposited to this revolving program income account to be reused for other eligible program purposes. For Fiscal Year 2010-11, \$350,000 was budgeted for loans. Funds are anticipated to be used for owner occupied housing rehabilitation or for an affordable housing or rental rehabilitation project in fiscal year 2011-2012.

HOME OWNERSHIP ACTIVITY

- ◆ **First Time Homebuyers Program (LMIHF)** – The Eureka Redevelopment Agency's LMIHFs are in a precarious position with the Governor's Budget Year 2011-2012 proposal to eliminate Redevelopment Agencies by October 1, 2011. There are currently 173 applicants on the Program's Waiting List. Two loans were approved in Fiscal Year 2010-2011 which completes the sale of the final 2 7th Street Villa Condominiums. The condominium units were developed in partnership with the Humboldt County Office of Education on Agency owned property. These properties were recorded with 45 year affordability restrictions. Four of the 6 units were sold in FY 2009-2010 and the final 2 units sold by December 30, 2010. There are no additional First Time Homebuyer funds this year due to the "State Take" of funds from the LMIHF.
- ◆ **Humboldt County Office of Education (HCOE) Seventh Street Villas** - On September 4, 2007, the City Council/Redevelopment Agency authorized the Agency to enter into a Joint Agency Agreement (JAA) with the Humboldt County Office of Education (HCOE), to develop redevelopment owned property between 6th and 7th Street on Myrtle Avenue in Eureka, as an affordable housing condominium complex that will be an annexation to the Sixth Street Villas. The completed project consists of six condominium units constructed by the Humboldt County Office of Education's Regional Occupational Building Trades Program at Eureka High School and were sold to First Time Homebuyer's funded by the Agency's LMIHF. As of June 30, 2010, construction was completed on all 6 units and 4 of the 6 condominium units are sold. The 5th unit sold in July 2010 and the final 6th unit sold on December 30, 2010.
- ◆ **Agency Acquisition of Property at 1710 16th Street, Eureka** - On June 15, 2010, the First Time Homebuyers of 1710 16th Street in Eureka became 3 months delinquent on their 1st mortgage and requested the Agency allow a short sale. The Eureka Redevelopment Agency suggested a "Deed in Lieu of Foreclosure". The homeowner had lost his employment and was leaving the area to pursue gainful employment, thus was unable to place the property on the market for sale as they would not be in the area and they felt there was no equity in the property to benefit them. As they felt they were upside down in their home, they agreed to a "Deed in Lieu of Foreclosure". The Agency acquired ownership on June 15th, and paid the first mortgage in full. The property has been cleaned, rekeyed, maintained, and has provided relocation for a homeowner who is undergoing major residential rehabilitation of her property under the Agency's CalHome & CDBG-Program Income loan programs. Upon termination of relocation tenancy, the property may be rehabilitated and offered to a First Time Homebuyer (pending 2011-2012 funding availability), or will be sold to the public "as is".

- ◆ **Agency Acquisition of Property at 2315 Pine Street, Eureka** – The First Time Homebuyer of this property was delinquent with first mortgage payments and the Agency filed foreclosure and acquired the property on August 20, 2010 due to a lack of buyers at the Trustee’s Sale. The “Trustee’s Deed Upon Sale” was recorded on September 28th, transferring ownership to the Eureka Redevelopment Agency. The First Mortgage lien holder was paid in full by the Agency and the property is now under Agency ownership. The tenants vacated the property on January 31st, after the property suffered a suspicious fire in the master bedroom causing approximately \$12,000 in damage. This property is intended to be rehabilitated and sold to a First Time Homebuyer (pending 2011-2012 funding availability), or will be sold to the public “as is”.
- ◆ **Agency Acquisition of Property at 3405 Glen Street, Eureka** – The First Time Homebuyer of this property was delinquent with first mortgage payments and agreed to a “Deed in Lieu of Foreclosure” as he had suffered an disabling injury and could no longer work. The property was transferred to the Agency on May 9, 2011, and the tenant vacated on May 31st. The First Mortgage lien holder was paid in full by the Agency and the property is now under Agency ownership. This property is intended to be rehabilitated and sold to a First Time Homebuyer (pending 2011-2012 funding availability), or will be sold to the public “as is”.

HOUSING/NEIGHBORHOOD UPGRADE ACTIVITY

- ◆ **LOCAL Fund/Owner Occupied Rehabilitation** – Of the \$50,000 budgeted for the LOCAL owner occupied rehabilitation loan program for FY 2010-11, none of the funds have been expended. One loan in the amount of \$50,000 is available. One loan was completed which was funded in February 2010. These funds are reserved for moderate income households who are not located within the LMIHF target area, thus requiring LOCAL funding. There are currently five LOCAL owner occupied rehabilitation loans being monitored and one rental rehabilitation loan with revenue generated into this account only upon repayment of loans. Therefore, it is critical to limit the number of grants in the future and to save the repayments to be used for loans which can be repaid.
- ◆ **Senior Home Repair Program** – Each fiscal year, the City enters an Agreement with the Humboldt Senior Resource Center to administer this small home repair grant program to income qualified seniors, over 60 years of age to receive eligible repairs and services ranging from grab bars to leaky faucets, toilets, and smoke detectors. In FY 2010-11 the City appropriated \$10,000 from the LOCAL fund, for the program. It is anticipated that the entire \$10,000 will be expended to assist approximately 80 seniors with small repairs.
- ◆ **LMIHF/Owner Occupied & Rental Rehabilitation** – Although, \$300,000 was budgeted for owner occupied rehabilitation loans, due to the proposed Redevelopment elimination, no new contracts are to be executed. These funds will be available for use in next year’s budget pending the Redevelopment elimination. The waiting list consists of six owner occupied rehabilitation applicants and seven applicants who have requested rental rehabilitation.
- ◆ **Dumpsters** - The City, in cooperation with Eureka City Garbage, provides free dumpsters to neighborhoods upon request (based upon need). Eureka City Garbage provides 20 dumpsters, at no cost to the City, every calendar year. Fifteen dumpsters have been provided to the community free of charge since July 1, 2010, and 15 free dumpsters remain until January 1, 2012 when 20 additional dumpsters will be available.
- ◆ **Wheelchair Ramp Grant Program** – This grant program provides funding for residential wheelchair ramp projects from \$2,500 for moderate income households and up to \$3,500 for low income households. For Fiscal Year 2010-11, \$10,000 has been budgeted for the installation of wheelchair ramps, graffiti kit costs, and dumpster costs over the 20 free dumpsters provided by City Garbage. No wheelchair grant applications were received in FY 2010-2011.

- ◆ **Paint Up/Fix Up Program** –\$25,000 was budgeted for FY 2010-11 from the LOCAL fund, and an additional \$25,000 was budgeted from the LMIHF. The program provides grants of up to \$2,500 for qualified moderate to low income homeowners and landlords who rent to qualified income eligible tenants for exterior repairs to the residence. It is anticipated that the LOCAL funds will not always be available for future grants; therefore, staff may seek other funding sources in the future for grants (perhaps CDBG funds to low income homeowners city wide). The earthquake in January 2010 prompted emergency grant expenditures for repairs. Those applicants with Building Department red tags were given priority. All others were added to the waiting list. There are currently 120 applicants on the waiting list. Three LOCAL grants totaling \$7,500 was spent and three LMIHF grants totaling \$6,750.
- ◆ **Graffiti Clean Up Program** - The City, in cooperation with Shafer's Ace Hardware is providing Graffiti Clean-up kits to those single family and multi-family residential property owners whose properties have been a target of graffiti. To be eligible, the property must be located within the Eureka city limits. The kits are available to eligible property owners at \$5 per kit and consist of 1 quart of latex paint, a free paint color match by Shafer's staff, a 2" paint brush, clean up cloth, drop cloth, stir stick, and wet paint sign. For fiscal year 2010-2011, one kit has been issued.

AFFORDABLE RENTAL HOUSING ACTIVITY

- ◆ **Greyhound Hotel Project:** Jack Freeman, the owner of the "Greyhound Hotel" located at 420 3rd Street had requested \$450,000 in Agency funding from LMIFs for the rehabilitation and conversion of the existing single resident occupancy (SRO) units on the 2nd and 3rd floors of the structure, to 11 self contained apartment units. The application was never complete and the owner withdrew his request after fire damage to his building (which he is repairing with his insurance proceeds and personal financing). He may seek additional funding for the "May Motel" affordable housing project (next door to the Greyhound Motel) which would incorporate earthquake seismic retrofit funds, rehabilitation funds, relocation funds, lead based paint mitigation, historic review, façade grant, and affordability covenants for 25 years. The owner has been notified that LMIFs will not be available in Fiscal Year 2010-2011, but HOME Program Income Funds may be available.

TRANSITIONAL HOUSING ACTIVITY

- ◆ **Humboldt Housing & Homeless Coalition's Request for Consultant Services** - On May 16, 2011, the HA B approved \$2,000 for consultant fees for the grant writing of the Humboldt Housing and Homeless Coalition's 2011 HUD Supportive Housing Program grant application, which if awarded, could assist the City and County with \$639,000 to be used in the community for supportive housing and services, transitional housing, and substance abuse treatment.
- ◆ **North Coast Veterans Resource Center (NCVRC)-Veterans Transitional Housing Facility**—On July 17, 2008, the City received notification that Eureka had been awarded a grant in the amount of \$1,500,000 from the FY 2008-2009, General Allocation of the State CDBG. The NCVRC, a division of the Vietnam Veterans of California, Inc., was allocated \$876,000 of the award to assist in the financing of Phase II construction improvements of a Veteran's Transitional Housing facility in Eureka, and \$460,000 to assist the Veterans in providing additional program services. The remaining funds (\$12,000) are to assist the Humboldt Community Access Resource Center (HCAR) in financing building improvements to the HCAR Sunrise Plaza where program services are provided to developmentally disabled adults, and (\$152,000) to the City for general administration of the grant. The City had previously secured CDBG grant funding for the Veterans' project in the amount of \$201,000 which was used to assist the Veterans' in the acquisition of the facility site. The center was completed and opened on March 12, 2011, and will provide 34 beds for homeless Veterans, as well as program services to all Veterans. Staff continues to monitor this CDBG funded project.

- ◆ ***Alcohol & Drug Care Services 1742 J Street, Eureka Transitional Housing Facility*** – The Housing Advisory Board on May 10, 2010, authorized the temporary suspension of the use of the facility at 1742 J Street as a transitional housing facility until the CDBG funding can be awarded for FY 2010-2011. The facility will temporarily house income qualified graduates or employees of Alcohol & Drug Care Services until the funding is in place to continue transitional housing anticipated on June 30, 2010. Tenant occupancy reports were received in July 2010 to reflect compliance with the proper use.

DEFAULTS/FORECLOSURES

- ◆ ***Default/Foreclosures*** - As of December 31, 2010, there are currently three loans in default, as one loan was paid in full and two defaults were brought current. All current defaults are First Time Homebuyer Program (FTHB) loans.
 - Three properties were acquired through default/foreclosure by the Agency.
 - One property was sold and the loan repaid as it was no longer owner occupied.
 - Two property owners were in default for nonpayment of first mortgage loan payments, but brought first mortgage payments current and are current to date.
 - First Time Homebuyer passed away and son is trying to acquire title by transferring property into his name.

CDBG-PROGRAM INCOME RELOCATION

- ◆ ***Relocation*** - The property owner of 1135 McCullens Avenue in Eureka received a Building Department “Notice to Abate” and was unable to fund required repairs. As an option to a “Receivership” for rehabilitation, the Borrower was qualified as an eligible CalHome and CDBG Program Income loan recipient. Borrower has been approved for a \$35,000 CalHome and \$50,000 CDBG-PI rehabilitation loan to complete substantial rehabilitation of the existing residence. The homeowner was authorized for a temporary relocation grant of up to \$5,000 to Agency owned property until rehabilitation has been completed on June 30, 2011.

HOUSING ADVISORY BOARD ACTIVITY (HAB)

- ◆ ***Housing Advisory Board***—The Board held a meeting on July 12, 2010, to administer the approximately \$2.04 million in Redevelopment LMIHF and various other State Grant programs. Among the accomplishments, the HAB continues to upgrade the City’s housing stock by providing low interest loans to low income residents through the Housing Rehabilitation loan program, monitoring the administration of the FTHP, completing the development and sale of the 7th Street Villas Condominiums, Senior Home Repair Program, Rental Housing Program, Wheelchair Ramp Grant Program, the implementation of the Housing Element and Implementation Plan, Lead Based Paint Hazard Reduction Grant program, Temporary Relocation, CALHOME, general loan monitoring of approximately 149 loan files, and other general business related to loan and grant implementation.
- ◆ ***Boardmembers*** - The HAB should consist of seven members and a majority vote (4 member unanimous vote) is required to take action on any action items before the HAB. The Mayor recently appointed Jim Snow and Margaret Stevens to the Board which will bring the Boardmember total to six, with one vacancy.

July 12, 2010 Regular Board Meeting:

- *Housing Element Status Update*
- *Werth - CDBG Deferred Rehab Loan Approval*
- *Reinsmith – CalHome Deferred Rehab Loan Approval*
- *Humboldt Housing & Homeless Coalition - Request for Funds Authorization of \$2,000*
- *Proposed FY 2010-2011 Budget Discussion*
- *Housing Objectives and Achievements FY 2009-2010*
- *Amendment to Extend Umpqua's Agreement to Provide First Mortgage Loans as part of the Agency's First Time Homebuyer Loan Program for FY 2010-2011*

October 11, 2010 Regular Board Meeting:

- *CDBG-PI \$50,000 Rehabilitation Loan & \$5,000, CDBG-PI Temporary Relocation Grant-Swanson*
- *LMIHF First Time Homebuyer Loan Subordination and Loan Modification: Ashley Ipock*
- *Alcohol & Drug Care Services Facility Update: 1742 J Street, Eureka*
- *Education Item: Housing Rehabilitation Program Residential Anti-Displacement & Temporary Programs*

February 14, 2011 Regular Board Meeting:

- *Reappointment of Boardmember Laurie Sanchez*
- *Oath of Office New Boardmember John Chiv*
- *Schmitz - CalHome Deferred Rehab Loan Approval*
- *Mid –Year Budget Review*

May 9, 2011 Regular Board Meeting Canceled and Rescheduled to May 16, 2011:

- *Request for 2011 Humboldt Housing & Homeless Coalition's Grant Writing Consultant Fees*
- *Humboldt Bay Housing Development Corporation Request for State CDBG Planning & Technical Assistance Grant for First Time Homebuyer Program Feasibility Study*

STAFF TRAINING

- ◆ *September 15-17, 2010: 2010 CDBG & HOME CONFERENCE: Renewing California Communities with CDBG and HOME, in Sacramento* - Staff attended this very informative workshop and learned about HOME, CDBG, & CalHome program requirements, differences, benefits, changes in policy, challenges, monitoring, Lead Based Paint overlays, conflict of interest, procurement, and program income.
- ◆ *February 15, 2011: Housing Staff Spoke before the Legislative Committee Hearings at the State Capital* – Staff spoke the Affordable Housing Finance Committee at the State Capital in opposition to the elimination of Redevelopment Agencies and discontinuing the California Enterprise Zone Programs.
- ◆ *March 30, 2011: 2011 California Redevelopment Association Annual Conference & Expo in San Jose titled "Redevelopment Worth Fighting For"* - Staff attended this very informative conference which updated the current status of the Governor's Proposal to Eliminate Redevelopment, addressed Creating Community Support at the Local Level, Securing Funding for Affordable Housing Workshops, Affordability Covenants – Getting your Money's Worth!, and SB2011 "ten year" plan extension.

- ◆ **June 6, 2011: “Working Successfully with Customers & Staying Courteous Under Pressure” at the Wharfinger Building in Eureka.** Redevelopment staff attended this class which identified the importance of “customer service, understanding what motivates people to serve both external and internal customers well, keeps discussions open and focused on problem solving, developing skills to deal with anger (personal and other’s anger), applying valuable communication techniques to resolve customer problems and concerns, and practice stress management techniques when it seems like “the whole world is out to get you”.
- ◆ **June 15, 2011: 2011 HOME Program Notice of Funding Application Training Workshop for Rental Projects** - Staff attended this informative HOME training which covered Rental New Construction and Rental Rehabilitation with or without Acquisition Projects only. This information will be useful in completing a HOME Program Grant application which is due on August 15, 2011.
- ◆ **June 21, 2011: Joint Powers Risk Management Authority Training entitled “Contracts as a Tool in Managing Risk”** - Housing staff attended this training sponsored by REMIF to educate staff who deal with contracts and insurance requirements of new regulations, the purpose and essential elements of contracts, negotiating contractors for more favorable terms, elements of indemnification, and liability.
- ◆ **June 28, 2011: 2011 HOME Program Notice of Funding Application Training Workshop for Owner Occupied Rehabilitation Program Activities, First Time Homebuyer, and Tenant Based Rental Assistance in Eureka** - Staff attended this workshop in anticipation of completing a HOME Program Grant application.

HOUSING PROGRAM MARKETING

- ◆ **Marketing** –Once a year, the Agency mails marketing packets to a list of public offices, schools, agencies, and media. Before the approved June 28, 2012, extension for the CalHome Program, the Agency ran radio ads from November-January to advertise for the remaining 5-6 CalHome rehabilitation loans and to create a waiting list of applicants for the next fiscal year’s owner occupied rehabilitation loans. The benefits of the Housing Programs are listed in the publication, “Humboldt Kid’s Digest” and the “Senior Digest”. The Times Standard publication for advertising was not published as funds were limited from the “State Take” of Redevelopment Agency funds in FY 2009-2010.